

**REGULAR MINUTES**  
**TOWNSHIP OF MACDONALD, MEREDITH & ABERDEEN ADDITIONAL**  
**TUESDAY MARCH 19, 2024**  
**7:00 P.M. –Council Chambers**  
**ZOOM Public Phone #1-647-374-4685 Meeting ID#725 753 6871 Passcode: 665410**

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

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

Delegation: J.L Richards – Marilyn Cameron, Jason Ferrigan

Observer: Mike Cote

**1. Call Meeting to Order**

#24-101

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**

#24-102

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we adopt the agenda as presented.”

CD.

**4. Adoption of Minutes of Previous Meeting**

#24-103

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that the Minutes of Council held on March 5, 2024, be accepted as presented.”

CD.

**5. Delegations/Public Presentation**

7:00 p.m. – J.L Richards – Draft Strategic Plan Presentation via Zoom

- JL Richards presented the draft strategic plan to Council. This is the 4<sup>th</sup> phase of the 5 phase Strategic planning process. This plan aims to implement the goals of Council. It identifies the mission and values of the Municipality and outlines our value statements. We reviewed the goals and outlined action items required to achieve each goal. Next steps will include a follow-up with senior staff and revise the plan under the direction of Council as required. The draft plan will then be shared publicly, and a community survey will be shared both online and in print format, shared on our website and newsletter. Any revisions based on public engagement will be brought to Council for review and modification prior to final adoption by Council.

**6. Staff & Committee Reports**

a) Road Supervisor

- Winter Works – winter works is back in full swing with the winter storms that have arrived. All equipment in working order.
- Landfill – New dozer was delivered on March 13<sup>th</sup> and is running well. There is a leaking seal in one of the drives that we will have Toromont investigate immediately. Garbage was pushed & covered on March 14<sup>th</sup> & 15<sup>th</sup>. Council asked staff to investigate options to have the dozer covered from the elements out at the landfill to help extend its useful life.

• Training

#24-104

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Road Superintendent to attend the lunch and learn seminar hosted by Iconix and Solmax on March 21, 2024, in Sault Ste. Marie, no registration cost.”

CD.

- Lake Street Asphalt Tender – We received two tenders: one from Avery Construction Ltd. and one from Ellwood Robinson Inc.

#24-105

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we accept the tender from Avery Construction Ltd. for the Asphalt Tender 2024 in the amount of \$363,108.95 with HST.”

CD.

- Roads Budget Discussion
- c) Leisure Services Coordinator
- Summer Camps & Swim Program – Great Outdoors and Swim Program is full. Other camps have few spots remaining.
  - Hurley Park – Landscaping and AODA accessibility planning is still underway. Quotes have been requested from paving companies to complete pathways. Council would also like staff to investigate other AODA compliant options for pathways.
  - Operation Actively Aging – Council will continue to offer space at our municipal halls and library to support the continuation of senior events. The Seniors will be spearheading their own organization of events, including lunches and coffee socials. We will use the remaining Operation Actively Aging Funds to facilitate this transition by purchasing some kitchen equipment such as toasters and mixers, and purchase a grocery gift card to help toward the success of continuing this programming. Our Leisure Service Coordinator will be able to liaise with this group, schedule events, share newsletter advertising and support where possible.
  - Council would like to re-table the Helmet Policy for the Sportsplex for future discussion.
  - Recreation Budget Discussion
    - Discussion items this year include purchasing equipment to paint the ice, looking into vending machine options for the canteen and adding exterior lighting at the Sportsplex.
- d) Fire Chief
- Emergency Calls- No calls since last meeting.
  - Fire Hall Maintenance – Garage door seals, truck bay cleaning, and installation of circulating fan replacement and roof patch.
  - Equipment Maintenance – All equipment in working order.
  - Training – March focus is wildland forest fire operations. MNRFF has scheduled an online session with our department for the last weekend of March.
  - Personnel – Nothing new to report.
  - New Business – Nothing new to report.
  - Fire Budget Discussion

#24-106

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

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

CD.

e) Treasurer’s Report

f) Cemetery Board

- Next Meeting March 25, 2024 – 7:30 p.m.

g) Planning Board – AG Committee Meeting March 21<sup>st</sup>. Next Planning Board Meeting March 26<sup>th</sup>.

h) Police Services Board

- Next Meeting March 25, 2024 – 7:00 p.m.
- New Detachment Boards – April 1, 2024 – Information to be provided as it becomes available.

i) Algoma District Services Administration Board

- 2024 Budget Summary & Apportionment – 2.98% increase over 2023
  - The 2024 Levy for our Municipality is \$588,235.00.
- Next Meeting March 28, 2024

j) Algoma District Municipal Association

- Next Meeting April 20, 2024

k) Landfill/Recycling

l) Sewer and Water

- Water Tower Fall Arrest Tender – Rescind motion #24-56 to tender, no longer required due to change in procurement policy.

#24-108

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we rescind motion #24-56 authorizing the Clerk to tender for the Water Tower fall arrest upgrades.”

CD.

**7. By-Laws**

**#24-2213 Tax Ratio By-law**

#24-109

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we authorize the Clerk to draft By-law #24-2213 being a By-law to establish Tax Ratios for 2024.”

CD.

#24-110

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we give By-law #24-2213 its first and second reading.”

CD.

#24-111

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOVLED that we give By-law #24-2213 its third and final reading.”

CD.

**#24-2214 Site Plan Agreement – 8167494 Canada Ltd.**

#24-112

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we authorize the Clerk to draft By-law #24-2214 being a By-law to execute Site Plan Agreement #24-01 – 8167494 Canada Ltd.”

CD.

#24-113

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we give By-law #24-2214 its first and second reading.”

CD.

**8. Unfinished Business**

- a) RFP Engineering Services –Submission Review (In closed)

**9. New Business**

- a) Huron North Community Economic Alliance – Funders Forum Echo Bay Hall April 24, 2024

#24-114

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we authorize the use of the Echo Bay Hall for a public Funder’s Forum hosted by HNCEA on April 24, 2024, from 6:00 – 8:00p.m.”

CD.

- b) Special/Joint Meeting with Laird confirmed for April 23, 2024 – 7:00 p.m. at the Echo Bay Hall

- Discussion items to date will include Cloudy Lake Road, Bar River Road, and Fire.

- c) Northern Finance Workshop hosted by MFOA – November 6-8, 2024, Sudbury.

#24-115

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Treasurer to attend the Northern Finance Workshop hosted by MFOA from November 6-8, 2024, in Sudbury, registration fee \$75.00.”

CD.

- d) AMCTO Spring Zone – April 25-26, 2024 - Little Current.

#24-116

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we authorize the CAO/Clerk to attend the AMCTO Zone 7 Spring Workshop from April 25-26, 2024, in Little Current, registration fee \$225.00.”

CD.

- e) Human Resources Policy Update

- f) Budget Discussion – Staff presented budget numbers to date. Larger items this year include asphaltting office lot to meet AODA compliance, Echo Bay Hall, Lake Street/Bay Street, Landfill Bulldozer, and completing Hurley Park. We will continue budget discussions at the next regular Council meeting.

g) Building Permits

#24-117

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we acknowledge the Chief Building Office approved a building permit for Cory Vaughan to upgrade current staircase to meet building code.”

CD.

**10. Presenting, Referring or Passing of Account**

#24-107

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we authorize the Treasurer to pay bills for the month of February 2024:

Invoices: \$228,764.84

Payroll: \$44,887.27

Total: \$273,652.11”

CD.

**11. Closed Session-Permissive**

#24-119

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that this Council proceed into Closed Session at 9:15 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;

i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of person, or organizations.”

CD.

-Discussed Human Resource Policy amendments and changes

-Discussed RFP submissions for Engineering Services

-Discussed personnel request

#24-120

Moved by: Adam Chevis

Seconded by: Derek Hansen

“RESOLVED that we come out of Closed session at 9:35 p.m. and continue our Regular Council Meeting.”

CD.

#24-121

Moved by: Shelly Bailey

Seconded by: Adam Chevis

“RESOLVED that we adopt the Human Resource Policy & Procedure Manual as presented.”

CD.

#24-122

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that we accept the Request for Proposal received from Kresin Engineering Corporation and authorize the Clerk and Mayor to enter into a two-year agreement for professional engineering services relating to the day-to-day function of the Municipality as outlined in RFP 2024-1.”

CD.

**12. Correspondence**

a) Township of St. Joseph – RE: PHO Lab Closure Sault Ste. Marie Resolution

#24-118

Moved by: Parker Brockelbank

Seconded by: Derek Hansen

“RESOLVED that we support the Corporation of the Township of St. Joseph in their motion opposing the Closure of the Sault Ste. Marie Public Health Ontario lab, and request that the Public Health Ontario be directed to review past decisions to remove the Sault Ste. Marie PHO Lab’s ability to test samples.” See attached resolution.”

CD.

b) MNRF - 2024-2025 Algoma Forest Annual Work Schedule – Received as information.

**13. Mayor & Councillors Comments**

- Mayor Watson recently attended a workshop for Community Action on Toxic Drugs put on by Algoma Public Health. Discussions included collaboration among stakeholders to work in conjunction on area wide concerns.

**14. Passing of Confirmatory By-law**

#24-123

Moved by: Derek Hansen

Seconded by: Parker Brockelbank

“RESOLVED that we pass By-law #24-2215 being a by-law to confirm the proceedings of the meeting of Council held on March 19, 2024.”

CD.

**15. Adjournment**

#24-124

Moved by: Adam Chevis

Seconded by: Shelly Bailey

“RESOLVED that this Council shall now adjourn to April 2, 2024, at 7:00 p.m. or until the call of the chair.”

CD.

**THAT** we accept the minutes this 16<sup>th</sup> day of April 2024.

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**MAYOR**

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**CLERK ADMINISTRATOR**