



MUNICIPALITY OF NORTH MIDDLESEX

REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday February 6, 2019 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill.

1. CALL TO ORDER

Mayor Ropp called the meeting to order at 7:00 p.m. with a quorum present.

2. ROLL CALL

Mayor Brian Ropp

Deputy Mayor Adrian Cornelissen

Councillor Ward One – Doreen McLinchey (Absent)

Councillor Ward Two – Joan Nichol

Councillor Ward Three – Gord Moir (Absent)

Councillor Ward Four – John Keogh

Councillor Ward Five – Andrew Hemming

CAO/Director of Finance(Treasurer) – Nandini Syed

Deputy CAO/Director of Operations – Jonathon Graham

Director of Economic Development and Community Services – Justin Dias

Director of Emergency and Safety Services – William Davidson (absent)

Clerk Jackie Tiedeman

Manager of Finances/Deputy Treasurer – Dani Johnston

3. DISCLOSURE OF PECUNIARY INTEREST

None

Clerk Jackie Tiedeman presented a motion for council consideration due to the absence of Councillor McLinchey

MOTION #017/2019

CORNELISSEN/NICHOL: Be it resolved that Council authorize the leave of absence of Cr. Doreen McLinchey for personal reasons.

CARRIED

4. MINUTES OF PREVIOUS MEETINGS

MOTION #018/2019

HEMMING/NICHOL: That the January 16, 2019 Regular and Public Meeting Minutes be accepted as presented.

CARRIED

5. PUBLIC MEETINGS

MOTION #019 /2019

CORNELISSEN/NICHOL: That Regular Meeting adjourn to Committee of Adjustment to consider three planning applications at 7:00 p.m.

CARRIED

Separate minutes for Committee of Adjustment Meeting

The Regular Meeting reconvened at 7:16 p.m. following the planning portion of the agenda.

6. DELEGATION

7:15 p.m. Cathy McCarthy – request for refund of waterline connection fee

Ms. McCarthy attended the meeting to request council consideration of refunding the water connection fee paid on Feb 3,2016 due to documentation being provided from 1976 that she was able to find that she felt verified payment to the former Twsp of McGillivray.

Deputy Mayor Cornelissen commented that as a former landowner in the Township at that approximate time, he recollected the process offered to landowners at that time of prepaying for a waterline connection.

Mayor Ropp inquired into whether there were any by-laws in place that provide for a time limitation on when a landowner had to hook into the system.

Deputy CAO/Director of Operations, Jonathon Graham, advised that there is no by-law that he was aware of with such a time restriction presently. Mr. Graham also relayed that staff have reviewed the property file for any record that could verify this payment however nothing was available.

CAO/Director of Finance, Nandini Syed, cautioned Council that when considering a request such as this, that the documentation being provided should be conclusive as the auditors also require a certain level of documentation.

It was suggested that the request be deferred in order for the CAO to contact the Auditors on advice as to the minimum acceptable documentation that a Municipality should rely upon in order to consider any potential refund of fees collected.

MOTION #020/2019

CORNELISSEN/HEMMING: That the request be deferred for further advice from the municipal auditor on acceptable documentation in order to consider a request for refund fees.

CARRIED

Mayor Ropp thanked the Ms. McCarthy and advised that staff will be in touch when the matter will come back to council for a decision.

7:20 p.m. YMCA 2018 Report and 2019 Operational Plan and Budget Review

Kathy Willemse, Site Supervisor, Lindsay Whitaker, Regional Manager and Mike Ennis, Senior VP of Operations attended council to present the year end report and 2019 Operational Plan and Budget.

The delegation remarked on the positive outcome of the Nov.1, 2018 unification of the two Association's which has meant access to many additional resources that are now available to sites such as North Middlesex. The current contract is up for renewal this June.

The presentation included:

- 2018 Service Impact & Participation
- 2018 Financial Review & Performance
- 2019 Operational Plan & Opportunities
- Capital Refresh & Reinvestment

The Capital Reinvestment Budget being suggested is:

Cardio Equipment \$55,000

Spin Bikes \$17,000

Refresh of fitness centre (turf area) \$35,000

Several questions were asked and responded to by the representatives.

Mayor Ropp thanked the delegation for the presentation and looked forward to staff working together with the Y on the upcoming agreement and budget.

7. DEPARTMENTAL REPORTS

Due to the absence of the Director, CAO Nandini Syed presented the first three reports.

- a. Report from Director of Emergency & Safety Services/Fire Chief – William Davidson – December Monthly

MOTION #021/2019

HEMMING/NICHOL: That the report titled “Emergency and Safety Services December 2018 Report” be received and filed for informational purposes as presented.

CARRIED

- b. Report from Director of Emergency & Safety Services/Fire Chief – William Davidson – Fit for Duty Policy

MOTION #022/2019

NICHOL/HEMMING: Be it resolved that the report titled “Fit for Duty Policy” be received and filed for informational purposes as presented, and;

Be it further resolved that Council approve the Fit for Duty Policy (#TBD) as attached in Appendix ‘A’ and;

Be it further resolved that staff be directed to identify and present for Council approval, any corresponding municipal policy that may require updating as a result of the approval of this Fit for Duty Policy.

CARRIED

- c. Report from Director of Emergency & Safety Services/Fire Chief – William Davidson – Health and Safety Policy

MOTION #023/2019

NICHOL/KEOGH: Be it resolved that the reported titled “Health and Safety Policy” be received and filed for informational purposes as presented, and:

Be it further resolved that Council approve the OHS.12. Health and Safety Policy as attached in Appendix ‘A’ and the existing Policy #012-2013 be repealed.

CARRIED

d. Deputy CAO/Director of Operations, Jonathon Graham – Monthly Report

Councillor Keogh commended Public Works Staff for their level of service provided in Municipality during this winter season.

MOTION #024/2019

CORNELISSEN/KEOGH: That Council receives this report as information only.

CARRIED

e. Deputy CAO/Director of Operations, Jonathon Graham – CBO Year End Report

MOTION #025/2019

NICHOL/HEMMING: That Council receives this report as information only.

CARRIED

f. Deputy CAO/Director of Operations, Jonathon Graham – Draft Terms of Reference for Water/Wastewater Committee

MOTION #026/2019

HEMMING/KEOGH: That Council approve the use “in principle” of the attached DRAFT Terms of Reference for the Water & Wastewater Committee;

And that Council direct staff to clerically refine and return a finalized version of the Terms of Reference for the Water & Wastewater Committee after the first committee meeting whereby the terms may be fully endorsed by Council in future.

CARRIED

It was noted that the first meeting of this new committee has been set for Feb.19th at 7:00 p.m.

g. Director of Economic Development & Community Services, Justin Dias – Monthly Report

A discussion ensued regarding the recent announcement of the transit grant funding and the future impact this will have for residents within North Middlesex as well as how this would be integrated within Middlesex County. Also, the recent announcement of the removal of Schedule 10 under Bill 66 “Ontario’s Competitiveness Act, 2018 which was strongly advocated for removal by Ontario municipalities.

Deputy Mayor Cornelissen also requested clarification on the process with the Official Plan amendment. Staff assured that the planning process will ensure that council and the public are consulted and will have opportunity for input into the proposed amendment.

MOTION #027/2019

KEOGH/NICHOL: Be it resolved that Council receive and file the Economic Development and Community Services Monthly Operational Report for January 2019.

CARRIED

- h. Director of Economic Development & Community Services, Justin Dias – Draft Terms of Reference for Recreation Committee

MOTION #028/2019

NICHOL/HEMMING: That Council approve the use “in principle” of the attached DRAFT Terms of Reference for the Recreation Committee;

And that Council direct staff to refine and return a finalized version of the Terms of Reference for the Recreation Advisory Committee after the first committee meeting whereby the terms may be fully endorsed by Council.

CARRIED

It was noted that an advertisement had gone in the local paper asking interested members of the public to submit a letter of interest to sit on this committee. A meeting is being planned for late February.

- i. Clerk Jackie Tiedeman – Draft PPE Policy for Municipal Law Enforcement Dept

MOTION #029/2019

CORNELISSEN/HEMMING: Be it resolved that Council approve the Personal Protective Equipment Policy for the Municipal Law Enforcement Department as recommended by the Policy Committee on January 17, 2019

CARRIED

Deputy Mayor Cornelissen inquired into the status of the two way radio. Ms. Tiedeman advised that she is working with the Director of Emergency Services in consideration of this matter.

j. CAO, Director of Finance/Treasurer – Nandini Syed – Monthly Report

Ms. Syed highlighted the upcoming areas of focus in the Finance Department to be the 2018 Audit and 2019 Budget. The municipality is now in receipt of most external 2019 expenditures such as the ABCA, BWRA and YMCA. The OMPF funding allocation for 2019 is still unknown.

A discussion ensued regarding the consistent increased costs of policing in North Middlesex and how the calls for services in particular areas contribute to these costs.

Mayor Ropp noted that costs are increasing for all Ontario municipalities.

MOTION #030/2019

HEMMING/KEOGH: Be it resolved that Council receives the Administration Monthly Update-February 2019 Report, as information only.

CARRIED

8. PASSING OF ACCOUNTS

Compilation of accounts from January 11-29, 2019 in the amount of \$495,585.92.

MOTION #031/2019

NICHOL/KEOGH: Be it resolved that the following Bills and Accounts be approved for payment in the amount of \$495,585.92

General Cheques \$ 297,856.83
Direct Deposit \$135,163.47
On-line/PAP \$62,565.62

CARRIED

9. COMMITTEE REPORTS

a. Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming) agenda package for January 31, 2019

Cr. Hemming reported that the Board is in the process of the replacement of nine water pumps throughout the system.

b. ABCA (Deputy Mayor Cornelissen) Dec 20 agenda and past minutes

Deputy Mayor Cornelissen reported: Nextera has provided funding to the CA for staff training; successful Phragmites program available; volunteer groups needed for trails cleanup as well as an upcoming meeting on Feb.19th regarding Flood Control.

c. BWRA (Cr. McLinchey) – no report

d. EDAC (first meeting TBD) – no report

e. LSAC (Feb.21 at 7:00 p.m.)

Cr. Nichol reported on the recent release of the boundary review report that will affect East Williams School. A meeting will be held at the East Williams school on Feb 7th at 7:00 p.m. which is part of the public consultation process that the school board must have in the community affected.

f. Recreation Committee (new- meetings TBD) – no report

g. Water/Wastewater Committee (Feb 19 at 7:00 p.m.)

h. Policies Review Committee – November 15, 2018 Minutes

(action: receive and file)

Mayor Ropp advised that the next meeting will be March 21,2019. Ms. Syed reported that she will be presenting the mandatory Council/Staff Relation Policy at that meeting.

i. Fire Committee (new- meetings TBD)

The draft Terms of Reference is being prepared in preparation for the first meeting.

j. Budget Committee

Mayor Ropp reported that the first meeting for 2019 was held on Feb 5th for the draft Water/Wastewater Budget to be presented to Council on Feb.13th

10. CORRESPONDENCE

a. Kathy Windsor, drainage matters in Ailsa Craig

MOTION #032/2019

NICHOL/CORNELISSEN: That the correspondence be received and that staff provide a written response followed up by a phone call.

CARRIED

b. Johnsons' Sanitation request to re-establish dumping privileges at the Ailsa Craig Sewage Treatment Plant

Following a thorough discussion, which included the significant change in regulations, the following motion was brought forth

MOTION #033/2019

CORNELISSEN/HEMMING: That staff be directed to engage in preliminary discussions in order to determine feasibility of the request to re-establish dumping privileges.

CARRIED

c. Thank you card from Cr. Doreen McLinchey
(action: receive and file)

d. Municipality of Thames Centre – request for motion support regarding General Dynamics Canada and Saudi Arabian Vehicle Contract

MOTION #034/2019

CORNELISSEN/KEOGH: That the Council of the Municipality of North Middlesex supports the efforts of the Municipality of Thames Centre which implores the Federal Government NOT to terminate this existing trade deal with Saudi Arabia which is critically important to their economy and the economy of all of Southwestern Ontario.

CARRIED

e. Ontario Farmland Trust – invitation to 2019 Farmland Forum March 28 in Lincoln
(action: receive and file)

f. Min of Community Safety and Correctional Services – 2017 Compliance letter under the Emergency Management and Civil Protection Act
(action: receive and file)

g. ABCA – Invitation to nominate a Conservationist of the Year – deadline Feb 15
(action: receive and file)

h. Town of Georgina, Ontario Farmland Trust and Town of Orangeville– request for motion support regarding Bill 66, specifically Schedule 10 proposal under “Restoring Ontario’s Competitiveness Act”.

(action: receive & file - Update - Government will not proceed with the approval of Schedule 10 due to the negative feedback on the proposal)

i. Ontario Energy Board – application to raise natural gas rates
(action: receive and file)

j. Municipality of Mattice-Valcote – request amendment to the Declaration of Office
(action: receive and file)

k. Parkhill Hydro Proceeds Committee – Final Meeting minutes
(action: receive and file)

11. OTHER OR URGENT BUSINESS

a. Appointment of municipal representative to sit on the Drinking Water Source Protection Committee (Lambton Shores, North Middlesex, Lucan-Biddulph, Warwick, Adelaide-Metcalf and Middlesex Centre)

MOTION #035/2019

CORNELISSEN/NICHOL: That North Middlesex supports and consents to the continued appointment of Mr. Ian Brebner as its' representative upon concurrence from the other municipalities (Lambton Shores, Lucan Biddulph, Warwick, Adelaide-Metcalf and Middlesex Centre) to this Committee for a maximum five year period.

CARRIED

12. COMMUNICATIONS

None

13. CLOSED MEETING (UNDER SECTION 239 OF THE *MUNICIPAL ACT*)

None

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Not applicable

15. READING OF BY-LAWS

- a. By-law #5 of 2019 – Appointment of signing officers
- b. By-law #6 of 2019 - Confirming

MOTION #036/2019

HEMMING/KEOGH: That By-laws #5 and 6 of 2019 be read first and second time.

CARRIED

MOTION #037/2019

CORNELISSEN/NICHOL: That By-law #5 and 6 of 2019 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION #038/2019

KEOGH/HEMMING : That the meeting adjourn at 8:48 p.m.

CARRIED

MAYOR

CLERK