



MUNICIPALITY OF NORTH MIDDLESEX

REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday October 2, 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

Councillor Ward Two – Joan Nichol

Councillor Ward Three – Gord Moir (Absent)

Councillor Ward Four – John Keogh

Councillor Ward Five – Andrew Hemming

Interim CAO/Director of Operations – Jonathon Graham

Director of Economic Development and Community Services – Mike Barnier

Clerk Jackie Tiedeman

Infrastructure Supervisor, Jonathon Lampman (Absent)

Treasurer, Tracy Johnson

Executive Assistant/HR Co-ordinator, Donna VanHooydonk (portion of meeting)

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

MOTION #235/2019

MCLINCHEY/NICHOL: That the September 18th Regular and Court of Revision Meeting Minutes be approved as presented.

CARRIED

5. DELEGATIONS

Gavin Houston, Aggregate Ontario, was unable to attend due to illness however Council considered the material provided. This included invitation to the upcoming Summit on November 5th in Embro and membership opportunity for \$300.00 per year. No decision was made on the membership at this time.

6. PUBLIC MEETING

MOTION #236/2019

CORNELISSEN/HEMMING: That Regular Meeting adjourn to Committee of Adjustment at 7:01 p.m.

CARRIED

Regular Meeting resumed at 8:09 p.m. following the planning portion of the meeting

7. DEPARTMENTAL REPORTS

a. Report from Brandon Drew, Facilities Manager – Parkhill Arena roof repairs – award quote (presented by Mike Barnier)

Several questions were asked by Council and responded to by staff on the quotes provided as well as assurance of inspection of the workmanship

MOTION #237

MCLINCHEY/KEOGH: That Council direct staff to proceed with roof repairs on the arena roof and award the flat roof repair quote to Atlas-Apex Roofing for a total cost of \$20,636.06.

CARRIED

b. Report from Donna Vanhooydonk, Executive Assistant/HR Co-ordinator – Police Record Check Policy

MOTION #238/2019

HEMMING/NICHOL: Be it resolved that the report entitled “Police Record Check Policy” be received ; and that the Policy be hereby enacted as presented.

CARRIED

c. Report from Donna Vanhooydonk, Executive Assistant/HR Co-ordinator – Ergonomics Policy

MOTION #239/2019

MCLINCHEY/KEOGH: Be it resolved that the report entitled “Ergonomics Policy” be received; and that the policy be hereby enacted as presented.

CARRIED

d. Report from Brad Davies, Public Works Manager – Purchase of Tractor and Boom Mower

MOTION #240/2019

CORNELISSEN/KEOGH: That Council receive this report and direct staff to purchase the John Deere tractor 6130 M and attachments from Huron Tractor at a cost of \$176,000 (not including HST) including the trade of the New Holland tractor TV145 and Boom Mower.

CARRIED

e. Report from Mike Barnier, Economic Development Officer and Community Services – Civic Recognition – North Middlesex Ring

MOTION #241/2019

CORNELISSEN/MCLINCHEY: That Council endorse, in principle, the development of a ‘Civic Recognition-North Middlesex Ring’ program;
Further that Council direct staff to proceed with the purchase of the metal die casting with the James C. Poag Jewellers at a total cost of \$732.20;

Further that Council direct staff to proceed with the development of a “Civic Recognition-North Middlesex Ring” policy.

CARRIED

f. Report from Jonathon Graham, Interim CAO/Director of Operations – Procurement Policy

Mr. Graham provided an overview of the changes comparing the existing policy to the proposed model. He identified three significant changes being “Small Order Purchases” limit not exceeding \$25,000; “Department Head authorization to obtain quotation purchases between \$25,000-125,000; Tender Process for \$125,000 and above – preapproved by Council at budget. These changes would allow the Department Supervisor/Manager to obtain competitive quotes/tenders as they would be able to award them more efficiently. Currently, reports are prepared for Council to approve and depending on timing there could be a time lapse of a couple of months.

Mr. Graham respectfully acknowledged that this is quite different than what Council is accustomed to and would take some time to adjust. In addition, Treasurer Tracy Johnson advised that she will be providing Quarterly Financial Reports and the Monthly Reports of the Director/Department Managers would include a financial component to acknowledge projects and budget targets for transparency.

Several questions were asked by Council and responded to by staff. Mr. Graham suggested that if Council wanted to see changes to the proposed amounts that he is willing to receive them. After some consideration the following motion was brought forward

MOTION #242/2019

CORNELISSEN/MCLINCHEY: That the Procurement Policy report be deferred to the next meeting to allow Council further time to review the information provided.

CARRIED

8. PASSING OF ACCOUNTS

Compilation of accounts from September 13-25, 2019 in the amount of \$366,734.67

MOTION #243/2019

MCLINCHEY/NICHOL: Be it resolved that the following Bills and Accounts be approved for payment in the amount of \$366,734.67

General Cheques \$183,873.09

Direct Deposit \$139,902.96

On-line/PAP \$42,958.62

CARRIED

9. COMMITTEE REPORTS

- a. Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming) - Oct 3 Meeting Package
- b. ABCA (Deputy Mayor Cornelissen) - Sept.19th agenda package (R&F) Deputy Mayor Cornelissen advised that Budget Meeting is set for Oct.10th. The “mandated services” are still to be defined by the Province.
- c. BWRA (Cr. McLinchey)
- d. EDAC (Cr. Moir)
- e. LSAC – (Cr. Nichol) Minutes from July 18, 2019 (R&F) Councillor Nichol advised of the very positive meeting at NMDHS as part of the Director of TVDSB tour on September 26th
- f. Recreation Committee (Cr. Hemming)
- g. Water/Wastewater Committee (Cr. Moir)
- h. Policies Review Committee (Cr. Nichol) Meeting Notes July 18th (R&F)
- i. Fire Committee (Cr.Keogh)- Minutes May 14, Recommendation from Sept 10 (R&F – as By-law incorporates the proposed recommended change)
- j. OCWA Client Advisory Board (Jonathon Graham)

10. CORRESPONDENCE

- a. Steve Clark, Minister of MMAH – Building Code Services Transformation (action: receive and file)
- b. South Huron – motion support to Minister Yurek re: Conservation Matters

MOTION #244/2019

CORNELISSEN/NICHOL: That the Council of the Municipality of North Middlesex support the following resolution from the Municipality of South Huron:

That South Huron Council support the resolution The Town of St. Mary’s and Support Minister Yurek’s request that conservation authorities not increase their fees or levies prior to the legislation and regulations being published; and

- *“We agree that the core mandatory programs and services provided by conservation authorities needs to be clearly defined.”*

- *We agree that the government should require increased transparency in how conservation authorities levy municipalities for mandatory and non-mandatory programs and services. We believe that the government should specifically prohibit conservation authorities from using the municipal levy to fund non-mandatory program. Conservation authorities should be mandated to deliver non-mandatory programs on a self-funded basis using user fees*
- *We agree that the government should require conservation authorities and municipalities to enter into agreements for the delivery of non-mandatory programs. We would encourage the government to have the legislation structured to provide municipalities with the ability to individually decide if they wish to fund non-mandatory programs*
- *We are cautiously optimistic about the effect of the government's proposal to require conservation authority board members to act in the best interest of the conservation authority. We would encourage the governments legislation to provide precise clarity to board members on what is intended by "acting in the best interest of the authority". The government needs to ensure that the legislation balances the need to protect the environment while being flexible and supporting growth of business and municipalities.*

That this resolution be circulated to Mr. Randy Pettapiece, MPP Perth Wellington, Ms. Lisa Thompson, MPP Huron-Bruce, Municipality of Perth South, Mayors of the UTRCA and ABCA member municipalities, Mr. Ian Wilcox, General Manager UTRCA, Mr. Brian Horner, General Manager ABCA, Mr. Tony Jackson, South Huron UTRCA Board Member, Ms. Marissa Vaughan, ABCA Board Member and UTRCA and ABCA Board members"

CARRIED

c. Township of Zorra – motion support Re: Conservation Matters
(action: receive and file)

d. Application for exemption to By-law 5738 – removal of trees
(action: receive and file)

Mayor Ropp clarified that this was actually a unique application in that the applicant is proposing the lands to be cleared be replanted with flowering trees and shrubs as a pollinator habitat area.

11. OTHER OR URGENT BUSINESS

a. Community Development Fund Program – verbal update on proposed changes – Clerk Jackie Tiedeman

Jackie Tiedeman provided an overview of the changes which relates to a small change in allocation of funding amounts and the requirement for providing confirmation of the project completion when funding has been granted, and that the project cannot be completed before applying for funding.

b. Steam Canada Renewal Agreement (renewal of current agreement) – verbal update from Director of Economic Development and Community Services, Mike Barnier

Mike Barnier provided a brief overview of the renewal with the only update being for a term of 2 years with an option for a 3rd year.

c. Helmet Policy (minor change to Operations Policy) – Director of Economic Development and Community Services, Mike Barnier

MOTION #245/2019

MCLINCHEY/HEMMING: That the minor change to the policy be approved.

CARRIED

d. Fire Committee - Verbal update on proposed Changes to Terms of Reference - Interim CAO/Director of Operations Jonathon Graham

Jonathon Graham highlighted the change which pertains to the members on the committee to include the District Chief from each department.

12. COMMUNICATIONS (including County Council)

Deputy Mayor Cornelissen advised of the upcoming election for Warden on December 5, 2019.

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

MOTION#246/2019

CORNELISSEN/KEOGH: That the regular meeting adjourn to Closed Meeting under the following exception at 9:02 p.m.

Personal Matters about an identifiable individual, including municipal or local board employees – Organizational Review

CARRIED

14.CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

MOTION#247/2019

KEOGH/MCLINCHEY: That the Closed Meeting adjourn without recommendation at 9:53 p.m.

CARRIED

15.READING OF BY-LAWS

By-law #66 of 2019 – Amended By-law to Establish Fire Committee and Terms of Reference

By-law #67 of 2019 – Authorize the execution of an agreement with Steam Canada for janitorial services

By-law# 68 of 2019 – A By-law to adopt a Procurement Policy (DEFERRED)

By-law #69 of 2019 – A By-law to adopt the Community Development Fund Program

By-law #70 of 2019 – Confirming

By-law #71 of 2019 – ZBA 1778 River Dr (if application approved)

MOTION #248/2019

MCLINCHEY/NICHOL: That By-laws #66,67,69-71 of 2019 be read first and second time.

CARRIED

MOTION #249/2019

HEMMING/KEOGH: That By-law #66,67,69-71 of 2019 be read a third and final time.

CARRIED

16.ADJOURNMENT

MOTION #250/2019

MCLINCHEY/KEOGH: That the meeting adjourn at 9:57 p.m.

CARRIED

MAYOR

CLERK