



MUNICIPALITY OF NORTH MIDDLESEX

REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday March 13, 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 6:00 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 (late)

Councillor Ward Three – Gord Moir

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

Manager of Recreation & Facilities – Brandon Drew

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

MOTION #052/2019

CORNELISSEN/HEMMING: That the February 20, 2019 Regular Meeting Minutes be accepted as presented.

CARRIED

5. PRESENTATION OF DRAFT 2019 CAPITAL BUDGET

Ms. Syed began the presentation by stating that this will be the last year for the 'One Year Capital Budget' due to the implementation of O.Reg 588/17 and the requirement for municipalities to prepare a 10 year infrastructure capital plan.

The Draft Capital Budget process takes into account the Strategic Plan, Asset Management Plan, Economic Development Plan, Community Input and Health and Safety. Senior Management and Operational staff then meet to identify and classify their capital projects as New, Work in Progress or Deferred and list impacts of why there are necessary. Once this has been drafted, the next stage is for the Senior Management Team to present their draft capital budget to Budget/Finance Committee for their review, discussion and recommendation to present to Council.

As part of this process, finance sources are examined and included where applicable. This includes Long Term Borrowing Debt, Grants, Gas Tax, Vibrancy Funds, Development Charges, Capital Reserve, Contingency Reserve, Investment. Taxation is the last source of financing once all the above-mentioned sources are explored and exhausted.

The total gross expenditures are \$2,933,000. It is proposed that it be supported through the following:

Capital Reserves \$1,708,000
Surplus-Contingency \$156,500
Vibrancy \$45,000
Taxation \$1,023,500

Ms. Syed commended the teamwork involved to get the capital budget to this stage.

The following is a summary of the departments 2019 Capital Budget:

Administration-Information Technology \$129,500

Emergency & Fire Services \$850,000

Public Works \$1,370,000

Facilities & Recreation \$583,500

Several questions were asked and responded to by staff regarding specific projects within each of the departments. After careful consideration the following motion was brought forward

MOTION #053/2019

CORNELISSEN/MCLINCHEY: That the 2019 Capital Budget be approved as presented in principle.

CARRIED

6. DELEGATION

None

7. DEPARTMENTAL REPORTS

a. Report from Jonathan Lampman, Infrastructure Supervisor – Tender Results for Laurens Drain. Jonathon Graham presented the report on behalf of Mr. Lampman.

Mr. Graham stated that this project is the largest drainage works undertaken in the Municipality. It is anticipated that the work will take between 2-3 months once it commences.

MOTION #054/2019

MOIR/KEOGH: Be it resolved that Cassidy Construction be awarded the construction of the Laurens Drain Tender in the amount of \$909,316.29 including HST.

CARRIED

b. Report from Jonathon Graham, Deputy CAO/Director of Operations – Encroachment By-law Report

Deputy Mayor Cornelissen confirmed that this will also apply to the Agricultural Sector and Mr. Graham advised that it will. He also stated that he intends to focus on education of the by-law and working together in this instance for a remedy.

MOTION #055/2019

NICHOL/HEMMING: Be it resolved that Council receive the report of the Encroachment By-law #13 of 2019;

And that By-law #13 of 2019 for the Encroachment By-law be given all readings and passed.

CARRIED

c. Report from Justin Dias, Director of Economic Development and Community Services – Recreation Advisory Committee – Terms of Reference

MOTION #056/2019

MOIR/MCLINCHEY: Be it resolved that Council approve the Recreation Advisory Committee Terms of Reference.

CARRIED

d. Report from William Davidson, Director of Emergency and Safety Services – Year End Report 2018. Nandini Syed presented the report on behalf of Mr. Davidson.

Deputy Mayor Cornelissen requested clarification as to who “Second station response calls” refers too. ie: second station within North Middlesex or mutual aid.

MOTION #057/2019

CORNELISSEN/KEOGH: Be it Resolved that the report titled “Emergency and Safety Services 2018 Year End Report” be received and filed for informational purposes as presented.

CARRIED

8. PASSING OF ACCOUNTS

Compilation of accounts from February 14 – March 6, 2019 in the amount of \$693,535.63.

MOTION #058/2019

HEMMING/NICHOL: Be it resolved that the following Bills and Accounts be approved for payment in the amount of \$693,535.63

General Cheques \$304,269.17

Direct Deposit \$213,600.09

On-line/PAP \$175,666.37

CARRIED

9. COMMITTEE REPORTS

a. Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming)

Cr. Hemming reported on his attendance at a meeting last week. The Board was notified of two leaks in the Shipka area that should be fixed within a couple of weeks.

b. ABCA (Deputy Mayor Cornelissen)

Deputy Mayor Cornelissen reported on the passage of the Shoreline Management Plan – this does not impact North Middlesex. He will be attending the Appreciation Evening on March 21st.

c. BWRA (Cr. McLinchey)

d. EDAC (Cr. Moir)

Cr. Moir advised that the first meeting was held on March 11 and was very enthusiastic

e. LSAC – (Cr. Nichol) Meeting Feb.21, 2019 – Recommendations

Cr. Nichol advised that a letter was sent to the high school inviting students to sit on the committee. There have been two public consultations meeting at East Williams School with minimal attendance at both. The LSAC Committee had a discussion on daycare facilities. The school board trustee indicated that the Board is receptive to working with the community and various partners such as the County to evaluate the need for this type of service. Both Mayor Ropp and Cr. Nichol indicated concerns expressed by the public such as this should be brought forward to council as a delegation.

MOTION #059/2019

MCLINCHEY/HEMMING: that the two recommendations be hereby accepted as follows:

- a. That the Committee conducted the review of the Terms of Reference and that it be recommended to be approved by Council, as amended (change to Bi-monthly schedule and minor clerical)

b. That April 18th, June 20th, Sept. 19th and Nov. 21st be the 2019 Meeting Date schedule.

CARRIED

f. Recreation Committee (Cr. Hemming)

Cr. Hemming advised that the first meeting was held on Feb. 26th and went very well.

g. Water/Wastewater Committee (Cr. Moir)

Mr. Graham advised that one of the public committee members will be participating in the municipal bus tour on March 25th.

h. Policies Review Committee (Cr. Nichol)

Cr. Nichol advised that the next meeting is March 21st

i. Fire Committee

j. Budget Committee (Mayor Ropp)

Mayor Ropp advised that the next meeting will be April 1st to review the draft Operations Budget.

k. Community Development Fund Committee (Cr. Hemming)

l. OCWA Client Advisory Board (Nandini Syed)

Ms. Syed reported to council on her first meeting which included approximately 15 CAO's. The major topic was Asset Management and there are two municipalities participating in pilot projects. She will keep council updated on her participation on this Board.

10. CORRESPONDENCE

a. Invitation to Stratford Civic Night – June 18, 2019

(action: anyone interested please contact the Festival directly)

b. AMO – announcement regarding Local Planning Appeal Support Centre

(action: receive and file)

c. ABCA – Invitation to attend Partner Appreciation Evening Mar. 21

(action: receive and file)

d. Ontario Energy Board – Notice of rate increase to Enbridge Customers

(action: receive and file)

e. Ailsa Craig and Area Playschool

(action: receive and donation provided through Economic Development and Community Services dept.)

f. News Release – ABCA Board of Directors approve Shoreline Management Plan

(action: receive and file)

g. Thank you letter from Mary Herrington

(action: receive and file)

11. OTHER OR URGENT BUSINESS

a. Motion to repeal H&S Policy #4/2009 Tourist Booth Operation

MOTION #060/2019

NICHOL/MCLINCHEY: That H&S Policy #4/2009 – Tourist Booth Operation approved by Council on June 29, 2009 be hereby repealed as it is no longer applicable.

CARRIED

b. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs

Mayor Ropp advised Council that a letter was received from Minister Hardeman, as a follow up to the delegation last year at AMO, regarding the vision for an Agri-Skills Innovation Centre pilot program in North Middlesex. CAO, Nandini Syed, provided further insight into this exciting opportunity for the Municipality. A meeting will be held in the near future with applicable parties to initiate discussion on the next phase for this program. Ms. Syed advised that this will take time to come together but will be an exciting opportunity for North Middlesex.

12. COMMUNICATIONS

Deputy Mayor Cornelissen advised that the County has approved their budget. He also encouraged council to attend the upcoming Teeny Tiny Summit- Middlesex County being held in Thorndale on April 10, 2019.

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

None

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

None

15. READING OF BY-LAWS

By-law #8 of 2019 – Appointment of Area (County) Weed Inspector

By-law #9 of 2019 – Establishment of Terms of Reference – LSAC

By-law #10 of 2019 – Establishment of Terms of Reference – Recreation Advisory Committee.

By-law #11 of 2019 – Appoint Lottery Licencing Officer

By-law #12 of 2019 – Appoint Division Registrar and Issuer of Marriage Licences

By-law #13 of 2019 – Encroachment By-law

By-law #14 of 2019 - Confirming

MOTION #061/2019

MCLINCHEY/NICHOL: That By-laws #8-14 of 2019 be read first and second time.

CARRIED

MOTION #062/2019

HEMMING/KEOGH: That By-law #8-14 of 2019 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION #063/2019

MCLINCHEY/KEOGH: That the meeting adjourn at 8:00 p.m.

CARRIED

MAYOR

CLERK