



## **MUNICIPALITY OF NORTH MIDDLESEX**

### **REGULAR MEETING MINUTES**

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday October 16, 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

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

Treasurer, Tracy Johnson

Fire Chief, Greg Vandenheuvel

Facilities Manager, Brandon Drew (portion of meeting)

#### **3. DISCLOSURE OF PECUNIARY INTEREST**

None

#### 4. MINUTES OF PREVIOUS MEETINGS

##### **MOTION #251/2019**

**MCLINCHEY/NICHOL:** That the Regular Meeting Minutes dated October 2, 2019 be approved as presented.

CARRIED

#### 5. DELEGATIONS

None

#### 6. PUBLIC MEETING

None

#### 7. DEPARTMENTAL REPORTS

a. Report from Clerk Jackie Tiedeman – 2019 Accessibility Compliance and Annual Review of Multi-Year Plan

##### **MOTION #252/2019**

**MOIR/KEOGH:** That Council receives the report entitled “2019 Accessibility Compliance Report and Annual Status Review” and;

That Council endorses the 2019 Accessibility Compliance Report as presented and directs staff to submit the report to the province.

CARRIED

b. Report from Clerk Jackie Tiedeman – Quarterly Administration Report

##### **MOTION #253/2019**

**HEMMING/NICHOL:** Be it resolved that the report entitled “Quarterly Administration Update” be received for information purposes.

CARRIED

c. Report from CBO, Vic Stellingwerff – Monthly Building Activity to Sept.30<sup>th</sup>

##### **MOTION #254/2019**

**MCLINCHEY/KEOGH:** That Council receives the Building Activity Report from January – September 2019 as information only.

CARRIED

d. Report from Interim CAO/Director of Operations, Jonathon Graham – 2019 Capital Expenditures Report Update

**MOTION #255/2019**

**NICHOL/CORNELISSEN:** That Council receive and file the Infrastructure & Operations report titled Update 2019 Capital Expenditures for information purposes.

CARRIED

e. Report from Brandon Drew, Facilities Manager – Amendment to User Fee Schedule for Facility Rental

**MOTION #256/2019**

**MOIR/HEMMING:** That Council approve the amended 2020-2022 Facility Rates and Fees as presented.

CARRIED

**8. PASSING OF ACCOUNTS**

Compilation of accounts from September 26 to October 9, 2019 in the amount of \$773,220.88.

**MOTION #257/2019**

**MCLINCHEY/KEOGH:** Be it resolved that the following Bills and Accounts be approved for payment in the amount of \$773,220.88

General Cheques \$170,400.23

Direct Deposit \$496,657.24

On-line/PAP \$106,163.41

CARRIED

**9. COMMITTEE REPORTS**

a. Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming) Councillor Hemming advised that there is a 1.4% increase in rates effective January 1, 2020.

b. ABCA (Deputy Mayor Cornelissen): Deputy Mayor Cornelissen advised that the Board is considering a draft budget with an increase of 7.95% to the overall general levy. In addition, the project levy for North Middlesex is proposed at \$37,000. Clarification is being sought on what the project details will entail. Due to the proposed changes to the mandate of the Authority it was suggested that the General Manager, Brian Horner, be invited to an upcoming Council Meeting to discuss in further detail.

- c. BWRA (Cr. McLinchey) September 2019 Board Highlights
- d. EDAC (Cr. Moir) June 27, 2019 Minutes and recommendation to change meeting structure to Bi-monthly (Receive and file) \* By-law to accept change included on agenda
- e. LSAC – (Cr. Nichol) Mayor Ropp suggested that the Trustees from Thames Valley District School Board be invited to an upcoming meeting as a follow up to the Director of Education tour at our local high school.
- f. Recreation Committee (Cr. Hemming) – Feb.26<sup>th</sup> 2019 Minutes (Receive and file)
- g. Water/Wastewater Committee (Cr. Moir)
- h. Policies Review Committee (Cr. Nichol)
- i. Fire Committee (Cr.Keogh)
- j. OCWA Client Advisory Board (Jonathon Graham)

## **10. CORRESPONDENCE**

- a. Town of Blue Mountains – Integrity Commission Matters  
(action: receive and file)
- b. Township of North Glengarry – Pupil Accommodation Review Process

### **MOTION #258/2019**

**CORNELISSEN/MOIR:** That the Council of the Municipality of North Middlesex hereby supports the following motion from the Township of North Glengarry:

*“Whereas, the Pupil Accommodation Review Guideline (PARG) in 2016 ignored important considerations;*

*And Whereas, Glengarry District High School and Maxville Public School in the Township of North Glengarry were reviewed for possible closure in 2016;*

*And Whereas the Government of Ontario is currently working on new PARG Guidelines;*

*Be it resolved that the Education Subcommittee of the Community Development Committee of the Township of North Glengarry proposes the following changes to the Pupil Accommodation Review Guideline;*

1. *That the economic impact of a school closure on a municipality be considered before a school is closed*

2. *That there be proven value to the student when considering a school closure, including greater access to amenities and learning opportunity (ie after school work, coop programs etc.)*
3. *That multiple options be allowed to be considered during the Pupil Accommodation Review Process;*
4. *That students being removed from their community be the absolute last resort, with all efforts being exhausted for school boards to share amenities and space before a child is transported out of their community.*

CARRIED

c. Township of Springwater – Joint and several Liability Consultation  
(action: Receive and file)

d. County of Middlesex – Invitation to Warden’s Banquet – Nov.9, 2019  
(action: RSVP prior to Nov.1)

## **11. OTHER OR URGENT BUSINESS**

a. Update Source Water Protection changes to Committee Structure and Appointment of Municipal Representative – Jackie Tiedeman

### **MOTION #259/2019**

**KEOGH/HEMMING:** That North Middlesex Council support Dave Frayne as Municipal Representative for the newly formed South West Grouping for the Ausable Bayfield Maitland Valley Drinking Water Source Protection Committee (SPC) effective January 1, 2020 for a term of three years.

CARRIED

b. Verbal Update – Denfield Corridor Water Services Agreement – Jonathan Lampman

Mr. Lampman updated that Lucan Biddulph has signed the agreement and the project will be moving forward upon North Middlesex executing as well.

c. Verbal Update on McEwen Drain – Jonathan Lampman advised that work is progressing on this drain and the By-law is now ready for 3<sup>rd</sup> and final reading.

d. Verbal Update on renewal of agreement with the North Middlesex Medical Centre, Dr. Thorpe – Mike Barnier advised that the agreement is for a two year term and includes the standard rate adjustment. Dr. Thorpe also indicated that he wishes to actively participate in a recruitment for this facility.

e. Deferred – Draft revised Procurement Policy – Jonathon Graham

Mr. Graham advised of the changes made since the last presentation. This included adding “CAO to the approval authority with respect to purchases between \$25,000 to under \$125,000 and \$125,000 and above (when the purchase has been pre-approved by Council at Budget)

Mr. Graham advised that he will be having a meeting with all Department Heads to go over the new policy.

Councillor Gord Moir requested some further clarification to the level of increases being proposed due to being absent from the last council meeting. As well, he inquired into the status of a purchase order policy

Mr. Graham advised that he understands this is change from previous practice and assures Council that appropriate approvals are in place. In addition, he will be asking staff to include updates on approved purchases through monthly reports as well as quarterly financial reports will be provided by the Treasurer. Staff focussed on this policy first and will be exploring the purchase order policy through Policies Committee in the near future.

Mayor Ropp reiterated that Council will continue to have thorough discussions and approve all projects and/or purchases throughout the Capital and Operation Budget process. He suggested that the new procurement policy will allow operations to be more efficient and timely with respect to awarding tenders or quotes for purchases under \$125,000 with appropriate approvals in place.

Deputy Mayor Cornelissen expressed concern with the review frequency and felt it should be annual and Council concurred with this suggestion.

**MOTION #260/2019**

**NICHOL/HEMMING:** Be it resolved that the report entitled “Procurement Policy” be received; and that the Policy be hereby enacted as amended (review frequency to be annual).

CARRIED

f. At the request of Council a Special Meeting for the purpose of Council Education was set for December 11, 2019 starting at 4:00 p.m.

Mayor Ropp then introduced Greg Vandenheuvel as the New Fire Chief and congratulations was expressed by Council.

Congratulations were also expressed to Councillor Doreen McLinchey for being inducted into the North Middlesex Historical Society Hall of Fame.

## **12.COMMUNICATIONS (including County Council)**

Deputy Mayor Cornelissen advised that the County is accepting Expressions of Interest for the County Building as well as the Health Unit properties.

Due to the closure of Black Bridge on West Corner Dr, while waiting for a bridge assessment report, has some residents in the area concerned. There has been indication that a petition may come to council requesting support to not close the bridge permanently. Mr. Graham advised that staff have made a temporary turning circle which will also facilitate for snow clearing for residents in the affected areas.

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

### **MOTION#261/2019**

**MOIR/NICHOL:** That the regular meeting adjourn to Closed Meeting under the following exception at 7:45 p.m.

Acquisition or Disposition of Municipal Land – Parkhill King Street

Personal Matters about an identifiable individual, including municipal or local board employees – HR Update

Approval of Past Minutes: June 19, July 17, Aug 14, Sept 4, Oct 2

CARRIED

## **14.CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING**

### **MOTION#262/2019**

**HEMMING/MCLINCHEY:** That the Closed Meeting adjourn and return to Regular Meeting at 8:45 p.m. with no recommendation

CARRIED

Council requested a report regarding Council Remuneration be prepared for their consideration due to the 1/3 taxable exemption that is no longer applicable.

## **15.READING OF BY-LAWS**

By-law 16 of 2019 – McEwen Drain (3<sup>rd</sup> and final)

By-law 68 of 2019 – Procurement of Goods & Services Policy

By-law 72 of 2019 – Authorize the execution of an agreement with Lucan Biddulph – Denfield Corridor Water Services Agreement

By-law 73 of 2019 – Authorize the execution of an agreement with Dr. Thorpe – 268 Parkhill Main Street

By-law 74 of 2019 – Appoint Fire Chief

By-law 75 of 2019 – EDAC Terms of Reference and By-law

By-law 76 of 2019 – Confirming

**MOTION #263/2019**

**MCLINCHEY/MOIR:** That By-laws #68, 72-76 of 2019 be read first and second time.

CARRIED

**MOTION #264/2019**

**MOIR/NICHOL:** That By-law #16,68,72-76 of 2019 be read a third and final time.

CARRIED

**16.ADJOURNMENT**

**MOTION #265/2019**

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

CARRIED

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MAYOR

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CLERK