



MUNICIPALITY OF NORTH MIDDLESEX

REGULAR MEETING MINUTES

The Electronic Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday July 22, 2020 under the provisions of Section 238 (3.3) and 238 (3.4) of the *Municipal Act, 2001* as amended, without physically being present at 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 by way of livestream on the North Middlesex You Tube Channel.

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

CAO/Director of Operations – Jonathon Graham

Clerk Jackie Tiedeman

Director of Economic Development and Community Services – Mike Barnier

Infrastructure Supervisor, Jonathon Lampman (not present)

Treasurer, Tracy Johnson

Fire Chief, Greg Vandenheuvel (not present)

Donna Vanhooydonk, Executive Assistant

3. DISCLOSURE OF PECUNIARY INTEREST (in writing) - None

4. MINUTES OF PREVIOUS MEETINGS

MOTION #147/2020

MOIR/NICHOL: That the July 8 Regular Meeting Minutes be approved as presented.

CARRIED

5. PUBLIC MEETINGS

MOTION #148/2020

HEMMING/KEOGH: That the Regular Meeting adjourn to Committee of Adjustment at 6:02 p.m. to consider planning applications.

CARRIED

6:00 p.m. Committee of Adjustment – see separate minutes

Regular Meeting resumed at 6:38 p.m. following the planning portion of the agenda.

6. DELEGATION

Kevin and Brenda Morgan request consideration of fees being waived associated with the easement consent that was imposed upon their recent consent as a condition for a surplus farm dwelling severance. They advised the hydro line barely goes through their property and did not realize it should have been noted on the sketch. This has been an additional cost that was not necessary in their opinion.

MOTION #149/2020

MOIR/HEMMING: That the \$900.00 fee be waived in this circumstance

CARRIED

7. DEPARTMENTAL REPORTS

a.FCM Grant Application – City Wide Asset Management Project – Jonathon Graham

Various questions were asked by council such as whether infrastructure identified in the project – is council obligated to undertake the projects? Mr. Graham replied that council will be provided reports and recommendations for consideration and that budgeting still is the key factor and will decide which project to undertake by priority.

In addition council inquired that once the project is complete, will staff be able to maintain the asset management in house? Mr. Graham advised for the most part yes they will.

MOTION #150/2020

CORNELISSEN/KEOGH: That Council approve the undertaking and application to the Federation of Canadian Municipalities' (FCM) Asset Management Program for the development of new North Middlesex Comprehensive Asset Management Plan with Public Sector Digest (PS) in accordance to the recurring milestones as per Ontario Regulation #588/17; in the total amount of \$68,800.00;

Be it further resolved that the municipality commit to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities Municipal Asset Management Program to advance our asset management plan/program by the commissioning of:

- Data works towards disaggregation
- Risk Framework and Development, and
- Lifecycle Framework and Service Framework
- Etc.

And be it further resolved that the municipality of North Middlesex commits \$18,800.00 as the municipal portion of the project costs to be funded through the 2020 Preapproved budgeted administration account 01-1201-4014;

And if the application is not granted by FCM, Council is to direct the Mayor and CAO to enter into a project agreement with PSD whereby the project will be funded through the Effectiveness and Efficiency Funding Grant.

CARRIED

b. 2020 Q2 Financial Update – Tracy Johnson

Council expressed concern with the impact COVID will have on the budget and has requested a staff report outlining the status of expenses and lost revenue projections

MOTION #151/2020

MCLINCHEY/NICHOL: That Council receive the staff report entitled 2020 Q2 Financial Update as information.

CARRIED

c. Non-Union Compensation Review – Donna Vanhooydonk

Council expressed a concern with the timing bringing this forward with the unexpected costs being incurred due to COVID as well as the economic hardship that is still being felt in the community. Mr. Graham advised that this was approved by Council in December and within the 2020 budget however staff was delayed getting the RFP out due to COVID. The organization has been through substantial change and the current grid is not reflective of those changes. It has been very difficult when filling positions to utilize the current grid properly and fairly.

Although council recognized the importance, it was felt it is just not the right timing.

After careful consideration the following motion was brought forth

MOTION #152/2020

KEOGH/MCLINCHEY: That this project be deferred until 2021 Budget Considerations due to current circumstances.

CARRIED

There was some discussion on a previous request from Council regarding council remuneration comparison to other similar municipalities and wondered what the status of that report was for information purposes. The Treasurer advised she has collected the info and can present it at the next meeting.

d. Parkhill Fair-Bleacher Request Update – Branden Drew

MOTION #153/2020

MCLINCHEY/KEOGH: That Council receive and file the report entitled, “Parkhill Fair-Bleacher Request Update”.

CARRIED

8. PASSING OF ACCOUNTS

Compilation of accounts from June 27 – July 15, 2020 in the amount of \$413,675.02

MOTION #154/2020

MOIR/KEOGH: Be it resolved that the following Bills and Accounts be approved for payment:

General Cheques \$199,725.66

Direct Deposit \$144,355.72

On-line/PAP \$69,593.64

Cemetery Cheques \$0.00

9. COMMITTEE REPORTS

- a. Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming) None
- b. ABCA (Deputy Mayor Cornelissen) Highlights from Board Meeting on July 16, 2020 – Deputy Mayor Cornelissen advised that the 2021 Draft Budget discussion have been initiated and there is potential for a significant increase to the levy. He will keep Council posted on this matter.
- c. BWRA (Cr. McLinchey) None
- d. EDAC (Cr. Moir) Cancelled
- e. LSAC – (Cr. Nichol) Cancelled
- f. Recreation Committee (Cr. Hemming) Cancelled
- g. Water/Wastewater Committee (Cr. Moir) Cancelled
- h. Policies Review Committee (Cr. Nichol) Cancelled
- i. Fire Committee (Cr.Keogh) Cancelled
- j. OCWA Client Advisory Board (Jonathon Graham) None

10. CORRESPONDENCE

- a. City of Sarnia – request for endorsement to motion regarding Long Term Care Improvements
(action: receive and file)
- b. Township of Perth South – letter to Agricorp regarding the Farm Property Class Tax Rate Program
(action: receive and file)
- c. Town of Renfrew – request for endorsement to motion regarding fast tracking the review of ICIP grant applications
(action: receive and file)

d. Township of Puslinch – request for endorsement to motion requesting MPAC to address the assessment issue relating to aggregate resource properties
(action: receive and file)

e. Town of Kingsville – request for endorsement to motion that would expand the Rent Assistance Program to include all businesses in a lease agreement within all “residential-above-commercial” properties
(action: receive and file)

11. OTHER OR URGENT BUSINESS

a. Extension to deadline for Main Street Revitalization Grant – Tracy Johnson

The Treasurer advised that the municipality had received a grant in April 2018 in the amount of approximately \$43,000. A project was to be completed by March 2020 however the reporting on the project did not get submitted in time therefore the extension is recommended in order to be able to submit the report and retain the funding.

MOTION #155/2020

CORNELISSEN/NICHOL: That the Mayor and Clerk be authorized to sign an extension agreement and that the projects to be submitted under this grant include the following:
Leisure Club Parking Lot Upgrade – Broadway Street Parkhill

CARRIED

b. Drafting Amending by-law to Procedural By-law – verbal updated from Clerk regarding Electronic Meetings held under the Drainage Act

Clerk Jackie Tiedeman advised that this is very similar to the Planning Act protocol that was adopted for Electronic Meetings recently. There is other amendment and considerations that Council will see with the Procedural By-law in the coming months due to COVID and ensure a proper legal process is in place to continue to allow meetings to be done without being physically present during declared emergency situations.

c. Discussion on Draft “Temporary Face Covering By-law” within indoor public spaces in the Municipality.

CAO Jonathon Graham and Clerk Jackie Tiedeman reviewed the draft by-law with Council and highlighted some key considerations such as what establishments are

defined and would be applicable with mandatory wearing masks and which institutes this would not pertain to such as: schools, day care, medical offices etc as these would have different guidelines that would have to be followed and would not be enforced through our MEU. Also, it defines person to be anyone over the age of “Twelve” which is a guideline provided by the Health Unit. This does not mean that children under that age (but not under the age of two) could wear them as it would be up to their caregiver to decide appropriateness. Most of the lower tier municipalities in Middlesex County has either implemented similar by-laws or will be considering them very soon.

The prime focus on this By-law is to reinforce information that has been provided through Health Unit and through the Province on how to reduce the spread of the virus. Public Education is key on ensuring compliance and fines are a last resort. The by-law has an end date of December 31, 2020 but can be extended or repealed the same as any other by-law by approval of council.

Some questions were asked by Council and responded to by staff regarding reporting non compliance and enforcement. It will be up to the business operators to have proper signage at entrances and asking patrons to comply. The same COVID Reporting email may be used to forward concerns for investigation. Mr. Graham advised that if Council approves the by-law, staff will personally attend to businesses in the core areas of Parkhill and Ailsa Craig and provide the by-law, signage template and a media release. Social Media will also be used for communication of the by-law.

It was also noted that if the by-law is considered tonight for passage, a set fine schedule will need to be attached and approved by the Ministry of the Attorney General.

12.COMMUNICATIONS (including County Council)

Deputy Mayor Cornelissen provided an update on the Community Safety and Wellbeing Project/Steering Committee. All lower tier municipalities are represented at the table and he will continue to provide updates on the progress of the Plan. As part of the development of the Safety Plan a questionnaire will be made available seeking public engagement.

No updates from the County at this time

Mayor Ropp extended his gratitude to the Public Works Department for their prompt clean up following Sunday’s storm.

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 #048 of 2020 ZBA for 30953 McLeish Rd

By-law #049 of 2020 ZBA for 34443 Maguire Rd

By-law #050 of 2020 Appointment of Chief Building Official Shannon Black

By-law #051 of 2020 Confirming

By-law #052 of 2020 to amend By-law 7 of 2018 to permit Electronic Meetings under the Drainage Act during COVID 19 or other declared Emergency and to make other technical amendments to the by-law related to Electronic Meetings held under the Planning Act during an Emergency

By-law #053 of 2020 Temporary Face Covering By-law due to COVID 19 (applies to indoor public spaces)

MOTION #156/2020

MCLINCHEY/NICHOL: That By-law #048 -053 of 2020 be read a first and second time

CARRIED

MOTION #157/2020

HEMMING/NICHOL: That By-law #48 -053 of 2020 be read a third and final time

CARRIED

16. ADJOURNMENT

MOTION #158/2020

MCLINCHEY/KEOGH: That the meeting adjourn at 7:42 p.m.

CARRIED

MAYOR

CLERK