



## **MUNICIPALITY OF NORTH MIDDLESEX**

### **REGULAR MEETING MINUTES**

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday March 16, 2020 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.

The March 18<sup>th</sup> Regular Meeting was moved to this earlier date due to the COVID 19 Pandemic. The Public Meeting portions originally listed on the agenda was postponed until a later date due to the mandate to reduce public gatherings to minimize potential spread. A new draft by-law was added to the agenda to deal with municipal operations during this pandemic as well as a Closed Meeting provision.

#### **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 (Absent)

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

Treasurer, Tracy Johnson

Fire Chief, Greg Vandenheuvel

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

#### **4. MINUTES OF PREVIOUS MEETINGS**

##### **MOTION #069/2020**

**MCLINCHEY/MOIR:** That the March 4th Regular Meeting Minutes be approved as presented.

CARRIED

#### **5. PUBLIC MEETINGS (Postponed until a later date to be determine)**

7:00 p.m. – Meeting to Consider Engineers Report for Brown Rose Drain Br A & B

7:30 p.m. – Presentation of Draft 2020 Water and Wastewater Rates and 2020 Draft Budget

#### **6. DELEGATION**

None

#### **7. DEPARTMENTAL REPORTS**

7:10 p.m. Clerk Jackie Tiedeman presented two draft By-laws on behalf of MLEO Bill Menzie. This included revisions to the Littering By-law and Tidy Yard By-law. Minor wording changes were recommended to bring the by-laws to current standards as well as increase to the set fines.

a.Vic Stellingwerff, CBO – Report on Building Activity for February 2020

##### **MOTION #070/2020**

**MCLINCHEY/NICHOL:** That Council receives the Building Activity Report for January 2020 through to February 2020 as information only.

CARRIED

b.Jonathon Graham, CAO/Director of Operations – Summary of OPP Regional Roundtable Discussion

Mr. Graham provided some additional insight with respect to this recent meeting in which he attended. Several questions were asked by Council with respect to structure of the proposed board impacts to existing communities such as the Community Policing Committee which involves local community members. It was suggested that this will change in the future however there is a Community Safety Committee required to be established but how this will look is not known at this time. There was some concern

expressed on impact to small communities with a regional board. Mr. Graham assured Council that they will be kept up to date as this evolves.

**MOTION #071/2020**

**HEMMING/MOIR:** That Council receive the summary of Ontario Provincial Police Regional Roundtable Discussion report as information.

CARRIED

**8. PASSING OF ACCOUNTS**

Compilation of accounts from February 27 – March 11, 2020 in the amount of \$2,046,257.16.

**MOTION #072/2020**

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

General Cheques \$270,639.52

Direct Deposit \$1,575,046.39

On-line/PAP \$200,571.25

CARRIED

**9. COMMITTEE REPORTS**

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

b. ABCA (Deputy Mayor Cornelissen)

c. BWRA (Cr. McLinchey)

d. EDAC (Cr. Moir)

e. LSAC – (Cr. Nichol)

f. Recreation Committee (Cr. Hemming)

g. Water/Wastewater Committee (Cr. Moir)

h. Policies Review Committee (Cr. Nichol)

i. Fire Committee (Cr. Keogh)

j. Budget Committee (Mayor Ropp)

k. OCWA Client Advisory Board (Jonathon Graham)

Mayor Ropp noted that all Committee Meetings should be postponed until a later date

## **10. CORRESPONDENCE**

a. Annual Planning Services update from the County of Middlesex  
(action: receive and file)

b. MMAH – Provincial Policy Statement 2020  
(action: receive and file – Director of Planning for the County of Middlesex will attend a future meeting to discuss impacts to the local Official Plan and Zoning By-law)

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

The Clerk advised that the 2020 formal presentations to the Community Vibrancy Fund Recipients will not be held and that the allocations will be mailed and a list will be made available on the municipal website.

The Clerk also advised that due to the cancelling of public events it was being suggested that the cheques for these events through cash assistance from the Community Development Fund Program for 2020 be retained at the present time. The reason for this is that according to the program the allocations have to be used in the year in which they are received. Therefore some events may not happen or may be postponed to later in the year. The organizations will be notified by mail that should they reschedule their event that they will simply need to advise the municipality when it is rebooked and the allocation will be released. In addition, council could consider setting aside these allocations in a reserve and releasing at a later date rather than the organization having to reapply for the same event in the next year program.

### **MOTION #073/2020**

**MOIR/MCLINCHEY:** That Council direct staff to hold back certain allocations for cash assistance due to cancellations due to the COVID 19 and that they may be released upon notification that the event is proceeding at a later date.

CARRIED

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

Deputy Mayor Cornelissen reported on the County Council Budget that will be presented in the near future. The budget proposes a 1% increase to the tax levy. This is in part due to increases with Social Housing, Land Ambulance and Health Unit areas.

He advised that SWIFT was moving ahead in order to bring internet to the underserved areas. The exact impact for North Middlesex is not known at this time.

Land Ambulance is running as usual, Long Term Care Facilities are putting restrictions in place with visitors and the Rural Education Task Force Committee meetings has been postponed

### **COVID 19 Updates:**

CAO, Jonathon Graham, updated Council on the conference call between County and Lower Tier CAO's of Middlesex County. The individual municipalities are implementing closures of their administration buildings to the public. Some offices are having staff completely operating remotely and some are running with skeleton staff. At the present time North Middlesex Administration Offices and Service Ontario are closed to public with most staff reporting to work in the building. Facilities are closed to the public and staff are reporting to the Arena for duties. Public Works staff have all been assigned individual equipment which will remain with each operator throughout the duration of the pandemic. At the present time it is not anticipated that Public Works will be impacted due to the nature of their work.

A draft By-law was prepared for council consideration which will provide certain delegation of authority to the Mayor (Deputy Mayor) and CAO (Clerk) should additional measures need to be undertaken with respect to the daily operations of the municipality during this pandemic only. The By-law was then reviewed by the Clerk.

Cancellation of Council and Committee Meetings until April 30<sup>th</sup> (unless otherwise posted) \*\* Emergency Meetings may be called by the Mayor according to the Procedural By-law 7 of 2018).

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

### **MOTION #074/2020**

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

Personal Matters about an identifiable individual, including municipal or local board employee – COVIC 19 HR Matters

Advise that is subject to solicitor-client privilege – HR Matter

CARRIED

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

##### **MOTION #075/2020**

**MCLINCHEY/HEMMING:** That the Closed Meeting adjourn and return to Regular Meeting without recommendations for Open Meeting at 8:35 p.m.

CARRIED

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

By-law #26 of 2020 – Brown Rose Drain A&B (NO READINGS – POSTPONED)

By-law #27 of 2020 – Prohibiting of Debris, Litter etc on public roads

By-law #28 of 2020 – Tidy Yard By-law

By-law #29 of 2020 – Authorize execution of an agreement for Municipal Modernization Program Funding

By-law #30 of 2020 – Authorize execution of agreement for Joint Building Committee

By-law #31 of 2020 – Confirming

By-law #32 of 2020 – By-law to govern municipal operations due to COVID 19 Pandemic

##### **MOTION #076/2020**

**MCLINCHEY/HEMMING:** That By-laws #27-32 of 2020 be read a first and second time

CARRIED

##### **MOTION #077/2020**

**MOIR/NICHOL:** That By-laws #27-32 of 2020 be read a third time and final time

CARRIED

#### **16. ADJOURNMENT**

##### **MOTION #078/2020**

**MCLINCHEY/MOIR:** That the meeting adjourn at 8:35 p.m.

CARRIED

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MAYOR

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CLERK