



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on April 18, 2018 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill with a quorum present.

1. CALL TO ORDER

The Mayor called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Don Shipway
Deputy Mayor Brian Ropp
Councillor Doreen McLinchey
Councillor Joan Nichol
Councillor Gord Moir
Councillor Andrew Hemming
Councillor Adrian Cornelissen
CAO/Director of Finance (Treasurer), Nandini Syed
Deputy CAO/Director of Operations Jonathon Graham
Director of Economic Development and Community Services, Justin Dias
William Davidson, Director of Emergency and Safety Services/Fire Chief (portion of the meeting)
Clerk, Jackie Tiedeman

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. CLOSED MEETING (under Section 239 of the Municipal Act)

MOTION #089/2018

MCLINCHEY/CORNELISSEN: That the Regular Meeting adjourn to Closed Meeting at

6:00 p.m. under the following exception:

- a. Proposed or pending acquisition or disposition of land by the Municipality
- b. Approval of Minutes: March 7 and March 21

CARRIED

5. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

MOTION #090/2018

MOIR/NICHOL: That Closed Meeting adjourn and return to Regular Meeting without recommendations at 6:55 p.m.

CARRIED

6. MINUTES OF PREVIOUS MEETINGS

MOTION #091/2018

MCLINCHEY/CORNELISSEN: That the April 4, 2018 Regular Meeting Minutes be accepted as presented.

CARRIED

7. PUBLIC MEETINGS

7:00 p.m. Notice of Public Meeting for a Plan of Subdivision/Zoning By-law Amendment
Applicant: 2416283 Ontario Inc., Jules Pattyn – West Park Drive, Parkhill

The property is located on the east side of West Park Drive and the north side of Elginfield Road and Elliot Drive, within Parkhill.

Lands are known legally as Plan 562 Pt Lots 76,77 and 83, Lot 6 Con 19 (geographic Twsp of West Williams), Municipality of North Middlesex

The proposed Plan of Subdivision (File No. 39T-NM-1801) proposes the division of land into 118 residential lots to accommodate single detached dwellings on full municipal services. Access is proposed from West Park Drive and McLeod Street.

The purpose of the Zoning By-law Amendment (File No. ZBA 3-2018) is to change the zoning of the subject lands from “Future Development (FD) Zone” to “Residential Density One (R1) Zone” to facilitate the proposed Plan of Subdivision.

Planner Stephanie Poirier advised that notice of the application has been circulated to

agencies, as well as property owners, according to the requirements of the *Planning Act*.

Agency Comments to date:

- a. Hydro One: no comments or concerns with the proposed subdivision and rezoning
- b. Union Gas: requested that as a condition of final approval that the owner/developer provide to Union Gas the necessary easements and/or agreements required by Union Gas for the provision of gas services for this project
- c. Canada Post: advised that mail delivery service to the subdivision would be through centralized Community Mail Boxes. Ie: provide updates if project changes, new civic addresses as soon as possible, expected excavation date for first foundation/first phase as well as the date development is scheduled to begin.
- d. County Engineer: developer to confirm the right of way of County Road 7 (Elginfield Road) is to be required width of 18m from the centreline, otherwise land dedication will be required and should be shown on the plan. Also, a 0.3m reserve along the rear of lots 18 through 23. As a condition of potential future draft plan approval, the sight distances for the intersection of Elginfield Road with Elliot Drive and West Park Drive will have to be elevated to identify any required improvements to ensure the sight distances at these locations meet or exceed minimum provincial standards. Depending on the results of this analysis the County may require the construction of turning lanes at one of the above noted intersections.
- e. ABCA: no natural heritage or hazard concerns. No preliminary engineering has been undertaken to confirm the feasibility of Block 199 for a SWM facility or the use of Laurens Drain as its outlet. ABCA is hesitant to support the application in the absence of this information.

No other written submissions have been received to date.

The Mayor then opened the meeting up for Public Comments:

Marietta Willemse, Michelle Ave:

- commented that she was surprised the ABCA had no concerns, what standards would the homes be built, “no exit” sign gone from McLeod/Michelle, what traffic control measures would be used?

Staff Response:

- The single family homes would be subject to the R1- Low Density Residential Zone that provides setbacks, height etc. Construction access would be restricted to Elliott/Elginfield Road and West Park Drive

Larry Bice, 153 West Park Drive:

- Sewer System was put on hold years ago – what has changed?

Staff Response:

- Staff are aware and this matter is being worked on

Darryl Duval, Michelle Ave:

- Existing Trees that straddle property line – what will happen to them?
- On Michelle Ave – will there be new street and curbs?
- Private Tile outlet into field – how will this be addressed?
- Any fences on Michelle Ave for lots backing onto development?

Staff and Applicant Responses:

- Any trees that straddle property line will be left. An arborist will evaluate trees on development lots only to know what may be removed.
- The bulb on Michelle Ave will be removed at the end with improvements to that area only not entire street.
- Any private tile drains will be addressed through the design on the development lots
- No fences will be erected on lots backing onto the development.

Magna Denys, 129 Michelle Ave:

- Water over her driveway from other properties – ongoing issue?

Staff Response:

- This matter does not pertain to the development, however, Staff are aware and available to discuss this matter separate from this meeting

Marietta Willemse:

- Sounds like staff are aware of issues – when will you have answers?

Staff Response:

- These are localized issues and staff is available to speak with residents separate from this meeting as they do not pertain to the proposed development.

Joe Bezinna, 141 West Park Drive:

- Happy to see progression in the community. What types of houses are proposed? Would not like to see “snout houses” as there are safety concerns with the visibility of the front doors. Looking for quality affordable homes to be built. Concern with lack of green space on draft plan – tree planting? Concerns with traffic control on the long stretch of West Park Drive and the development will bring more traffic. Will West Park Drive and Elliot Drive be aligned – concern with current design

Staff and Applicant Response:

- Staff have noted these concerns and they will be taken into consideration. The types of houses are not known at this time as it will be up to the builder. The applicants are the developer at this stage.

Jack Willemse, Michelle Ave:

- The existing storm drain and improvements that have been made were at the expenses of those homeowners that have benefit to this private drainage. Do not want this road as a through road – prefer to have it left as is for school area safety.

Staff Response:

- Michelle Ave will be connected to plan of subdivision.

Dakota Duval, Michelle Ave:

- Resident of Michelle Ave – their laneway has had water/ice issues continually and this needs attention

Darryl Duval, Michelle Ave

- Timing for development?

Applicant Response:

- The intent is for three phases with the 1st phase in Spring 2019

Marietta Willemse, Michelle Ave:

- What would the household prices be?

Applicant Response:

- Want to work with community, however the design of houses would be up to the builder and what the market is looking for. The frontages would be 50-60 feet.

Magna Denys, Michelle Ave:

- Will the surveying be done with metal detectors to ensure the property lines are correctly documented for existing property and to determine tree ownership?

Applicant Response:

- Yes, the surveys are legal documents

Being no further comments or questions, the Mayor thanked the public for their input.

Durk Vanderwerff, Director of Planning, County of Middlesex, advised that the next step is for the Planner to come back with a recommendation for Council consideration which takes into account all the input received and agency comments. This is the statutory public meeting, however, if warranted Council can opt for a further meeting on this development.

MOTION #092/2018

ROPP/MOIR: That the Public Meeting close at 7:41 p.m.

CARRIED

8. DELEGATION

Michael Watson, Head of Audit and Paige Sowerby, Senior Auditor attended Council to present the draft financial statements. A copy of the consolidated financial statements at December 31, 2017 and Surplus Schedule for 2017 were provided.

The Statements reflect the following opinion *“The consolidated financial statements present fairly, in all material respects, the financial position of the Municipality of North Middlesex as at December 31, 2017 and its financial performance and its cash flows for the year then ended in accordance with Canadian Public Sector Accounting Standards”*

Mr. Watson provided the following highlights from the Statements:

- Recommended that the EA for the Closed McGillivray Landfill Site be updated as it was last completed in 2001
- Municipal Cash Position is up

- Taxes Receivable are down
- Accounts Receivable higher due to HST Receivables
- Outstanding Long Term Receivable is down
- Year End Accounts Payable were up however this is attributed to timing with invoices
- Long Term Loans have decreased
- Facilities – lower than anticipated revenue for ice rental
- OMPF – decreased by approximately \$300,000
- Outstanding Municipal Drain Loans have substantially decreased which is a great achievement
- Expenditures are going down year after year which is good
- The Reserves have been increasing which is positive
- Development Charges has increased
- Cemetery Trust Funds – adjustment made to correct statements

Overall, he commended the Municipality for its efforts in maintaining good fiscal management including the consistent improvements in collections. The draft surplus for 2017 was \$1,578,474.00. The CAO/Director of Finance, Nandini Syed, advised Council that she will prepare a report for council for consideration on allocating this surplus.

MOTION #093/2018

MOIR/MCLINCHEY: That Council accepts the 2017 Financial Statements, as presented, subject to the final allocation of the remaining surplus;

And that the Treasurer prepare a report to show re-allocation of this surplus.

CARRIED

9. DEPARTMENTAL REPORTS

a. Director of Economic Development and Community Services – Monthly Report

The report provides highlights on the Main Street Revitalization Program, Façade Improvement Grant Program, Parks Openings and the presentation of the final North Middlesex Sesquicentennial Award.

MOTION #094/2018

MCLINCHEY/NICHOL: Be it resolved that Council receive and file the Economic Development and Community Services Monthly Report for April 2018.

CARRIED

b. Deputy CAO/Director of Operations – Monthly Report

The report highlights investigation and implementation of the Municipality's Pilot Non-Revenue Water Detection Program, Municipal Staff's Drainage Superintendent training, Building Department and Status of Capital Projects.

Council then entered into a discussion regarding the recent hydro outage and office closure on Monday. CAO, Nandini Syed, responded by speaking to the Media Release that was provided. Many factors were taken into consideration such as resources and staff availability. During the outage, Ms. Syed, was reaching out to Hydro One and Entegrus to obtain information in light of limited communications. Many lessons were learned and staff will move forward with plans and protocols. It was clarified that the electronic signage out front of the Shared Services Building could not be utilized as the server was not available and therefore staff could not access the program required to use the sign. The Municipality certainly appreciates the feedback received from the citizens.

MOTION #095/2018

NICHOL/MOIR: Be it resolved that Council receives the Infrastructure and Operations Monthly Report for April 18, 2018 as information only.

CARRIED

c. Clerk – Quarterly Report

The report highlights various activities under this Department including Accessibility, Records Management, Planning, Licencing, Legislative Updates, Election information.

MOTION #096/2018

MCLINCHEY/HEMMING: Be it resolved that the report entitled "Quarterly Administration Update" be received for information purposes.

CARRIED

10. ACCOUNTS

Compilation of Accounts for the period of March 29, 2018 to April 12, 2018

MOTION #97/2018

CORNELISSEN/NICHOLS: Be it resolved that the following bills and accounts be approved for payment in the amount of \$267,795.28

(See breakdown below)

General \$56,609.39

General Direct Deposit \$138,180.32

11.COMMITTEE REPORTS

- a. Local School Advisory Committee – April 19 next meeting
- b. Economic Development Committee – April 30 next meeting
- c. Policies Committee – April 19 next meeting

12.CORRESPONDENCE

- a. Township of Madawaska Valley – motion support

MOTION #098/2018

ROPP/CORNELISSEN: Be it resolved that the council of the Municipality of North Middlesex hereby supports the motion from the Township of Madawaska Valley as follows:

*“Be it resolved that the Council of Madawaska Valley does hereby find as follows:
Whereas: Small, rural municipalities face significant resource capacity challenges in the collection and maintenance of accurate data for asset management planning, standardized tools should be developed at the cost of the provincial government;
And whereas these standardized tools should be piloted in a number of small rural municipalities with provincial government guidance and resources to ensure evidence based outcomes that satisfy the regulatory frameworks outlined in O. Reg 588/2017, and the expectations of the province going forward;
and whereas these standardized tools should be designed with service level metrics for baseline data and automatic calculations and formulas that bring forward the data required to update the asset management plan in prescribed 5 year intervals and, with built in verification of data to be uploaded electronically for reporting;
Now therefore be it resolved that the Township of Madawaska Valley strongly urges Premier Kathleen Wynne and the Province of Ontario to provide adequate financial resources for both staff and infrastructure to ensure successful compliance and implementation of the required municipal function for asset management planning in small rural municipalities;
and further that a copy of this resolution be sent to the Honourable Premier Kathleen Wynne, Mr. John Yakabuski, MPP Renfrew-Nipissing-Pembroke, Mr. Vic Fedeli, Interim Leader of the Progressive Conservative Party of Ontario, Ms. Andrea Horwath, Leader of the New Democratic Party, the Rural Ontario Municipal Association and all Ontario Municipalities”*

CARRIED

b.NMDHS – Invitation for commencement Exercises June 28, 2018 at 7:30 p.m.

Councillor McLinchey was appointed to attend on behalf of Council

MOTION #099/2018

MCLINCHEY/HEMMING: That the correspondence package be accepted with actions as noted.

CARRIED

13. OTHER AND URGENT BUSINESS

A verbal update from Deputy CAO/Director of Operations, Jonathon Graham, regarding the requirement to enter into an agreement with Corbett Community Centre for the purpose of facilitating a funding agreement with Farm Credit Canada

14. COMMUNICATIONS (including County Council Meeting Updates)

Deputy Mayor Ropp provided some highlights on meetings attended at the County regarding social housing and MPAC. The Budget has not been approved as of yet.

Councillor Cornelissen commented that it was great to see the municipal budget on our website.

Councillor McLinchey commented on the tree removal that has recently taken place along the Main Street in Parkhill and wondered if the County would be planting replacement trees. Mr. Graham replied that to his knowledge, the County would not be replacing them due to the proximity to the hydro lines.

15. BY- LAWS

a.By-law #22 of 2018 – Confirming

b.By-law #23 of 2018 – Corbett Community Centre Funding Agreement

MOTION #100/2018

NICHOL/MOIR: That By-law #22 and 23 of 2018 be read a first and second time.

CARRIED

MOTION #101/2018

HEMMING/MCLINCHEY: That By-law #22 and 23 of 2018 be read a third and final time.

CARRIED

18.ADJOURNMENT

MOTION #102/2018

MCLINCHEY/ROPP: That the Regular Meeting adjourn at 9:00 p.m

MAYOR

CLERK