

**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

December 20, 2023, 6:00 p.m.

Members Present: Mayor Brian Ropp
Deputy Mayor Paul Hodgins
Councillor Ward 1 Sara Nirta (Virtual)
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 4 John Keogh
Councillor Ward 5 Adrian Cornelissen

Staff Present: Chief Administrative Officer, Carolyn Tripp
Treasurer Estelle Chayer
Manager of Public Works Vance Czerwinski
Recreation and Facilities Manager Brandon Drew
Manager of Infrastructure and Operations Jaden Hodgins
Clerk Ashley Cook

The Regular Meeting of the Council of the Municipality of North Middlesex was held under the provisions contained within the North Middlesex Procedural By-law and may be held in whole or in part 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.

2. DISCLOSURE OF PECUNIARY INTEREST

(Municipal Conflict of Interest Act – Section 5 requires any member of Council to declare a pecuniary interest and general nature thereof, prior to any consideration on that matter. Where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and

otherwise comply with the Act. The disclosures become part of a Public Registry as required under the Act.

None.

3. MINUTES OF PREVIOUS MEETINGS

Moved By: B. Irwin

Seconded By: J. Keogh

THAT the attached minutes be approved as presented.

CARRIED

4. DELEGATIONS

4.1 Ailsa Craig 150th Celebration

John Mombourquette to present.

John Mombourquette attended in person to present the Ailsa Craig 150th Committee presentation. He detailed the overview of the event to come and highlighted historical features including the Scottish heritage and Highland-style games.

He noted that this event would be tied into other events in Ailsa Craig to celebrate 150 years. He continued that the celebration could be an annual event. He spoke about community integration, tourism promotion, and revitalizing the community events already in existence.

Councillor Cornelissen thanked the presenter noting the key to heritage preservation. He asked where the games would be held. John noted that the event would fit at the Community Centre and the organization prefers ball fields. The Councillor followed up by asking if there was a fee associated with the bands attending. John noted that there was a fee of roughly \$700.00 but the Committee would be looking into community sponsorship. The conversation included food and cultural elements around the event.

Councillor Irwin thanked John for the presentation and he attested to Council that there was considerable excitement within the community. He asked about branding any event during the year as a 150 event as part of the momentum for the celebrations.

Councillor Irwin provided an overview of the historic name Ailsa Craig.

4.2 Sunset Community Foundation

Lisa Reaume to present.

Charlene Masschelein and Pete Jansen came to present. Sustainable community vitality was the core of their presentation. She recognized that sustained impact happens with collaboration with those invested in local programs. Sunset Community Foundation is an endowment fund began by the investment of the sale of the local Public Utilities Commission in Grand Bend. Working with donors, and holding the funds providing granting from interest gained on the capital in efforts to support community programming. She spoke about grants made in the past few years to organizations that serve residents of North Middlesex most notably the YMCA and Big Brothers and Sisters of South Huron.

Councillor Cornelissen asked if the purpose of the presentation was to receive or grant money. The presenters noted that the intent was to bring awareness and if the Municipality chose to donate that could be a further conversation.

Councillor Nirta thanked the group for their presentation.

Councillor Daigle asked for clarification on the types of funds and what the starting allocation would be. They noted it varies on the type of fund, but it begins at \$35,000.00.

Deputy Mayor Hodgins asked for clarification on the granting cycle. They noted that the sample cycle would be an April 1 deadline annually and the funding and could be set depending on the group.

Councillor Irwin asked about the funding and how services were funded. He asked what the current rate of returns was and what the rate of returns were. The group noted that they were bound by the CRA at a return rate of 3.5% but they strive for over 5%.

Councillor Nirta asked how groups noted their ask and how was it considered. The group responded citing their granting process and that they do their best to spread the funds as best they can. They noted that as a requirement was a budget and how they would spend the grant. They respond reasonably within the realm of the ask.

The group noted that the granting was year over year and there is no limit to the amount of years that a group could apply.

4.3 OCWA - Client Relations - Third Quarter Report

OCWA presented its third-quarter operational reports as well as the financial reports. She noted the partnership with North Middlesex. She spoke about 30 years as OCWA and that milestone was being celebrated with Council tonight.

Rodd spoke to the North Middlesex wastewater system report, followed by the North Middlesex Distribution System Report, and Performance Assessment Report.

Councillor Cornelissen asked if we send water to Lambton Shores and South Huron. Rod confirmed and noted that there was a system in place to measure the water flow. The Councillor followed up by asking how much of an area does our water service is and what would be the reason for cloudy water. Rod noted that it was hard to measure the exact area impact. He followed up by noting that temperature changes could impact water's appearance.

Councillor Daigle noted that several other municipalities receive water from North Middlesex and he questioned how the meter system was implemented to accurately read. Rod noted that it was at the home and the stops.

Susan presented the Q3 financials noting over budget by \$10,000.00.

Councillor Daigle asked about the Ailsa Craig Sewage Plant and asked for clarification on the numbers. The salaries and benefits were up slightly and were anticipated overage.

5. DEPARTMENTAL REPORTS

5.1 Report from Manager of Public Works - Tandem Snowplow 2023 Capital Budget Increase

The Manager presented his report. Councillor Nirta asked how long the turnaround time was for receiving the equipment. The Manager noted that it was estimated 2-3 years. The Councillor asked for clarification on the price. The Manager clarified that the procurement of the equipment would be based on the values provided but would be used in 2025.

Councillor Cornelissen asked what they contributed to the significant increase. The Manager noted that the increase is due to parts and labour shortages and the international delays with production. The Councillor followed up by asking if this was an economical purchase or if there were other options. The Manager noted that they were a task-associated truck and that the price was as economical as could be at this time.

Councillor Keogh noted the uniqueness of the provider. He noted that it was the best in the area concerning having access to parts.

Councillor Daigle asked for clarification on the truck repairs and the eventual increase - would Council see another ask for funds in the future.

The Manager noted that his approach to acquiring the truck this time would specifically deal with Viking and completely deal with the manufacturers as a strategy to secure the best pricing.

Councillor Irwin asked about the impact on the the budget and long-term impact of this period of uncertainty.

Councillor Nirta asked if the price was in Canadian or US Dollars - the Manager noted that the quote was provided in Canadian Dollars.

The Mayor asked if there was potential for Municipalities for a bulk order if there was a speed incentive or price incentive.

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT Council approve the increase of \$90,000 to the 2023 capital budget for a new tandem snow plow for a total approved amount of \$450,000.

CARRIED

5.2 Report from Clerk - 2023 Accessibility Compliance Report

The Clerk presented her report. Councillor Nirta asked what the Municipality would need to do to become 100% compliant with regards to the web content. The Clerk noted that the figure was provided as a back-end report given by County IT. She noted that this is a tough regulation to fulfill and it is ongoing efforts of staff across all web platforms.

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receives the report entitled “2023 Accessibility Compliance Report” and;

THAT Council endorses the 2023 Accessibility Compliance Report as presented and directs staff to submit the report to the Province.

CARRIED

5.3 Report from Manager of Recreation and Facilities - Firehall Cost Update

The Manager presented his report.

Councillor Irwin asked for clarification on the change-overs. The Manager noted that the change-overs were brought about by Staff in efforts to minimize costs and supply chain and unforeseen circumstances that arose during the construction.

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council accept the report titled Firehall Project Update and file it as information only.

CARRIED

5.4 Report from Manager of Recreation and Facilities - Fire Protection Services

The Manager presented his report. Councillor Keogh asked if there was any cost savings to taking this approach rather than a more competitive approach. The Manager noted that the costs received can be compared to the current and if they are over the Municipality does not have to accept and he foresees a cost reduction.

The Deputy Mayor asked if there were companies that would do all five items listed. The Manager noted that there were companies that could take on all five items.

Moved By: C. Daigle

Seconded By: J. Keogh

THAT Council direct staff to proceed in procuring one vendor for Fire Protection Services for all Municipal facilities and equipment as prescribed by the National Fire Protection Association.

CARRIED

5.5 Report from Manager of Recreation and Facilities - Scoreclock Budget Increase Request

The Manager presented his report. Deputy Mayor Hodgins asked what the size of the screen was - 16 ft by 8 ft. There is a confirmed second screen up in the goalpost area. The Manager reiterated it was intent to gain sponsorships.

Councillor Nirta noted her position would be to wait and that the like-for-like equivalent would be justifiable.

Councillor Cornelissen asked about what the Manager thought was the realistic sponsorship outlook. The Manager thought that it would be close to 50 thousand.

The Manager noted the impact of waiting on the purchase. Councillor Irwin asked how secure is the cost and how long is it good for. The Manager noted there was a 15% inflation rate on a quote received 6 months ago. The Councillor asked if the quote would remain or if would it expire. The Manager noted that it would officially hold for 90 days.

Councillor Nirta asked what the Master Plan said about the overall arena outlook. The Manager noted that the Master Plan spoke to looking at upgrades at the back end of 5 years. He noted that the screen was paneled and could be repurposed anywhere if needed.

Deputy Mayor Hodgins asked what the delivery timeline is. The Manager spoke to the 3-month time frame for delivery.

The Deputy Mayor asked if Council was to defer to March would it be possible to do adequate fundraising? The Manager noted it is possible.

The Treasurer spoke to the project being already a capital project and already having a project fund in reserve. The account does have room for the additional amounts.

Councillor Keogh asked if the quote included the all-encompassing set-up of the equipment. The Manager confirmed.

The Mayor noted he would not like to see like for like.

Councillor Cornelissen spoke about the history of this project. He noted that he would like to move forward with it.

Councillor Irwin noted this was an opportunity cost for recreation costs elsewhere.

Councillor Nirta recorded as opposed.

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT Council direct staff to increase the budgeted amount from \$40,000.00 to \$120,000.00 to replace the scoreclock in the Parkhill Arena in Summer 2024 including utilizing sponsorship opportunities and the Vibrancy Funds.

CARRIED

5.6 Report from Treasurer - Fees and Charges

The Treasurer presented her report. Councillor Irwin asked about the minimum charge for the transfer station, and what would be the economic impact of not charging. The Treasurer could not provide how much revenue the transfer station brought in annually but she would return with the information. 2023 to date the transfer station revenues \$15,652.00 total expenditures are \$47,000.00 the deficit is annual \$32,000.00

Councillor Irwin followed up by stating concerns about dumping and quality of life.

Councillor Cornelissen asked about the facility rentals and the rental prices next year. The Manager of Recreation and Facilities noted that a community comparison noted a higher rate and he did not feel an increase would be necessary for 2024.

The Manager of Infrastructure and Operations provided a background.

Moved By: A. Cornelissen

Seconded By: C. Daigle

THAT Council of the Municipality of North Middlesex establishes the fees and charges for 2024 as set out in this report except for any proposed fee to do with the Transfer Station.

CARRIED

Moved By: C. Daigle

Seconded By: J. Keogh

THAT the Council of North Middlesex accepts the proposed rate increases as proposed in the Report to do with the Transfer Station.

CARRIED

6. PASSING OF ACCOUNTS

6.1 Report from Treasurer - Accounts Payable

The Treasurer presented her report. The Manager of Infrastructure noted that the charge for the Traffic Logic was a three-year term.

Councillor Cornelissen asked the Manager of Public Works what the high repairs were attributed to. The Manager noted the reasons for the expenses were certification and hoist repair. The truck was noted that it was the oldest in the fleet. The Councillor followed by asking what the issues were during the safety. The Manager noted break work, parts and labour, tires and costs associated with the general certification process.

Councillor Cornelissen asked for clarification about the line painting. The Manager of Infrastructure noted that it was not for Main St., but the other paved roads that are not County.

Moved By: C. Daigle

Seconded By: P. Hodgins

That council receive and accept the following accounts payable report as information only.

CARRIED

7. COMMITTEE REPORTS

7.1 Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Keogh)

7.2 ABCA (Cr. Cornelissen)

7.2.1 Board Meeting Minutes - November 16, Board Meeting Agenda - December 14

7.3 BWRA (Cr. Keogh)

7.3.1 November Meeting Notes

7.4 EDAC (Cr. Nirta, Cr. Irwin, Deputy Mayor Hodgins)

Councillor Nirta spoke about the past meeting and discussed committee's upcoming initiatives. North Middlesex Business Association event to be held at the Ailsa Craig Rec Centre 5-8 January 10th

Innovation Event to be held at the Ailsa Craig Rec Centre at 10 am
February 7th

Councillor Nirta spoke about an upcoming amendments to the Terms of
Reference.

- 7.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)
- 7.6 Recreation Committee (Cr. Daigle, Cr. Keogh, Cr. Nirta)
- 7.7 Policies Review Committee (Mayor Ropp, Deputy Mayor Hodgins, Cr.
Daigle)
Upcoming policies next Council meeting to be expected.
- 7.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)
- 7.9 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr.
Cornelissen)
- 7.10 OCWA Client Advisory Board (CAO)

8. CORRESPONDENCE

- 8.1 Chatham Kent - Ontario Works Rate
(Receive and Consider Support)

Supported.

Moved By: A. Cornelissen

Seconded By: J. Keogh

**THAT the Council of the Municipality of North Middlesex supports the
associated correspondence.**

CARRIED

- 8.2 Clearview Township - Cemetery Transfer / Abandonment Administration
and Management Support
(Receive and Consider Support)

Supported.

Moved By: J. Keogh

Seconded By: C. Daigle

THAT the Council of the Municipality of North Middlesex supports the associated correspondence.

CARRIED

8.3 The Parkhill Leisure Club - Defibrillator

(Receive and Consider)

The Manager of Recreation and Facilities spoke about the current situation with AEDs noting that we do not supply. The Manager noted that there are older units that are viable solutions to assist. Councillor Daigle noted that he would prefer current units. The Deputy Mayor noted his support but would encourage a training session. The Mayor spoke about additional requests for this type of education and it could be offered on a larger scale.

Councillor Irwin noted the necessity in all three facilities.

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council directs staff to purchase current AED units for the Leisure Club, Ye Olde Towne Hall, and Parkhill Carnegie Library facilities.

AND THAT Staff investigate the potential training opportunities for AED use.

CARRIED

8.4 HSAT - Update Report

(Receive and File)

Filed.

9. OTHER AND URGENT BUSINESS

Councillor Cornelissen asked for clarification on the response time for staff to return phone calls. The Clerk noted that she could confirm but thought it was 48 hours.

Councillor Keogh asked if there could be signage placed to better detour construction traffic through Queen St. rather than Hamilton.

Councillor Irwin asked if there was an update regarding the Queen St. Drainage - The Manager of Infrastructure and Operations noted that the assessment was completed by R. Dobbin and the results would be completed and available to Council at the next Council meeting.

The Chief Administrative Officer reported on her grant application for the proposed daycare facility in Parkhill.

10. DEFERRED ITEMS FROM PREVIOUS MEETINGS

10.1 Environment Committee

Deferred April 5, 2023 - Councillor Irwin to follow up.

10.2 AMO -LAS Water and Sewer Warranty Program

Deferred April 19, 2023 - Manager of Infrastructure and Operations to follow up.

10.3 Communities Overview of Traffic Control and Speed Signs

Deferred September 6, 2023 - Manager of Infrastructure, Manager of Public Works to follow up.

The Manager of Infrastructure and Operations noted that a Stop Sign policy would be coming forward to address these concerns.

The item will be removed from the deferred item list.

10.4 Ailsa Craig Water Tower Update

Deferred December 6, 2023 - Manager of Infrastructure and Operations to follow up.

10.5 Surplus Farm Severance Education Session

Deferred December 6, 2023

Planning to follow up.

11. COMMUNICATIONS (Including County Council Meeting Report)

Mayor Ropp provided an update that there is a new Warden and that Aina Deviet is the new Middlesex County Warden.

The budget process is in the early stages at the County. Councillor Irwin asked if there were initial numbers and the Mayor noted that the meetings were information at this time.

11.1 County Council Meeting Highlights - December 12, 2023

12. CLOSED MEETING (Under Section 239 of the Municipal Act)

THAT Open Meeting adjourns to Closed Meeting.

To receive information under the following exemptions:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; Surplus Lands

(b) personal matters about an identifiable individual, including municipal or local board employees. Performance Review.

Approval of past minutes

13. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Closed Meeting adjourn and return to Open Meeting with recommendations.

CARRIED

Moved By: B. Irwin

Seconded By: J. Keogh

THAT Council directs Staff to investigate other more detailed evaluation tools and forms.

CARRIED

14. READING OF THE BY-LAWS

Moved By: C. Daigle

Seconded By: B. Irwin

That By-laws 101-102 be read a first and second time

Provision for questions

CARRIED

Moved By: S. Nirta

Seconded By: P. Hodgins

That By-laws 088,101-102 of 2023 be read a third and final time

CARRIED

14.1 088 of 2023 -Construction and Improvement of Hutchinson-Eagleson
Drain A

(Third and Final)

14.2 101 of 2023 - Integrity Commissioner

14.3 102 of 2023 - Confirming

15. ADJOURNMENT

Moved By: J. Keogh


Seconded By: S. Nirta

That the Meeting adjourn at 9:13 p.m.

CARRIED



MAYOR



CLERK